



Voted one of Maine's Best Places to Work  
six times!



### **Business Analyst-Associate Presque Isle, Maine**

Join a team that is committed to ensuring that our employees feel empowered, valued, and have opportunities for career growth and advancement. A positive work environment, competitive salaries, and an attractive benefits package explain why so many qualified professionals choose MMG Insurance.

#### **Responsibilities (not limited to):**

- Collaborates in planning, design, development, and deployment of new products, applications, and enhancements to existing applications.
- Demonstrates understanding of and applies effectively the fundamentals of our project management methodologies including Agile, Scrum, and Kanban.
- Researches, reviews, and analyzes the effectiveness and efficiency of existing processes and develops strategies for enhancing or further leveraging these processes.
- Constructs and maintains process maps and business rules using process design and rules management software.
- Charts existing business processes in order to define current business activities for the development of procedures and models.
- Creates systems models, specifications, diagrams, and charts (Business Architecture) to provide direction to their development teams.

#### **Qualifications:**

- Bachelor's degree and 2-4 years of related experience and/or training; or equivalent combination of training and experience.
- Demonstrates excellent verbal and written communication skills.
- Excellent telephone etiquette and interpersonal skills.
- Solid time management and organizational skills.
- Results driven and self-motivated.
- Understands the importance of teamwork.

#### **Benefits offered by MMG:**

MMG offers competitive benefits including options and choices to fit your needs such as medical, dental, life insurance, employee profit-sharing, disability income protection, 401k plan, paid time off, and education financial assistance.

#### **About MMG:**

Established in 1897, MMG has a rich history of providing peace of mind to our customers. We are headquartered in Presque Isle, Maine with operations in Maine, Vermont, New Hampshire, Pennsylvania and Virginia. A firm commitment to our employees and community along with outstanding customer service is our hallmark.

Please mail cover letter and current resume to:  
HUMAN RESOURCES, ATTN: Recruiting, MMG Insurance Company  
POB 729, Presque Isle, Maine 04769  
Or email to [human.resources@mmgins.com](mailto:human.resources@mmgins.com)  
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