

BMS Early Careers Programme – Business Analyst

This is a fantastic opportunity to join our Early Careers programme, working closely with a variety of experienced Change Management professionals, with exposure across other areas of the group.

This position will provide an opportunity to join a growing and busy business, learning 'on-the-job' in a dynamic and collaborative environment whilst studying for an industry recognised qualification.

This role will be based in our London office, with the opportunity to work from home in a hybrid fashion.

About BMS

BMS is a dynamic, independent global broker established in 1980, delivering specialist insurance, reinsurance, and capital markets advisory services. Our purpose is to help people, businesses and communities flourish and prosper in a world of risk.

We are a global brand with offices located across the US, Canada, Latin America, Australia, Europe and Asia with both a strong local focus and understanding of market needs. Being independent gives our brokers the freedom to deliver the best solutions and combined with our collaborative team approach, single platform worldwide and renowned personal service, we are the independent broker of choice.

About the department

IT & Change consists of:

- Information Security – Keeping the business running and secure, by applying protection to thwart current and emerging threats
- Architecture – Aligning IT platforms to business capabilities, strategic architecture, and service definition
- Technical Services – Engineering and support of IT business applications and management information
- Procurement – Procure to pay; vendor management; supplier portfolio management; IT finance
- Service Delivery – IT support, cloud and infrastructure, and information security services

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- **Change – management of the change portfolio, and delivery of projects**
- IT Service Desk – day-to-day user support

The Business Analyst is a vital member of our Change team, responsible for analysing business processes, identifying opportunities for improvement, and working closely with stakeholders to define, prioritise, and implement solutions. The Business Analyst is a detail-oriented, data-driven, and communicative professional who will develop a strong understanding of business operations and a passion for driving positive change. It's not just about the technology; the Business Analyst is heavily customer focused and thinks as much about the people side of change as the technical solution.

What we're looking for:

Entry Requirements

- At least grades 9-4/A*-C, in GCSE English and Maths
- Level 3 qualifications such as A Levels, NVQ or BTEC

Competencies Required

- A proven interest in both technology and what makes people tick
- An enquiring mind
- Good problem solving skills
- Attention to detail
- Good communication skills
- Curiosity
- Personally demonstrates the five BMS values::
 - Accountable
 - Entrepreneurial
 - Collaborative
 - Empowering
 - Disciplined

BMS Group Ltd

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What's in it for me?

This is a permanent role, offering a competitive salary and bonus, 27 days holiday, plus access to our personalised benefits platform, Your Rewards, including:

- comprehensive private medical cover for you and your dependents
- complimentary annual health checks
- access to a virtual 24hr GP
- gym subsidy & dedicated wellbeing support
- retail discounts
- opportunity to purchase equity
- defined contribution pension

In addition, apprentices will also receive:

- £200 clothing allowance upon joining
- £50 per month BMS contribution into a workplace ISA for the duration of the apprenticeship scheme
- Membership to the Chartered Institute of Insurance
- £400 qualification award upon completion of Level 3 certificate
- Full study support including revision aids, exams and study days
- Student discounts

Through our Diversity, Equity and Inclusion (DEI) vision, we are committed to 'building a culture of belonging for all, valuing diverse perspectives and embracing authenticity.' As such, we have created our 'BMS Together' programme, with dedicated training, collaborative committees and intentional partnerships. In support of our ESG vision, we offer two additional paid days each year to take part in charitable work.

BMS offers flexible and hybrid working policies and we're happy to discuss options with you upon application. Please let our team know if you require any adjustments to support you through the application process.

Applications for 2024 are now closed.

Scan or click the
QR code for more
information



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