

## Junior Business Analyst Client Lifecycle (m/f/d)

Référence : 45372634

Permanent contract

Germany

IT

- ✓ First publication date : 04/05/2026
- ✓ Localisation : Germany
- ✓ Job Type : IT
- ✓ Contract type : Permanent contract
- ✓ Location of the vacancy : Frankfurt am Main

## Beschreibung des Unternehmens

Die ODDO BHF SE zählt zu den führenden Adressen der unabhängigen Privatbanken Deutschlands. Unsere Kunden sind sehr vermögende Privatanleger, vorwiegend mittelständische Unternehmen sowie institutionelle Investoren. Wir haben uns der professionellen und individuellen Beratung verschrieben. An unsere Mitarbeiter stellen wir die hohe Anforderung, dass sie mit ihrem Arbeitsbeitrag und ihrer Persönlichkeit dieser Maxime entsprechen.

# Stellenbeschreibung

## Aufgaben

Within the Information Systems department of the ODDO BHF Group, you will join a growing international team and support the digital design and improvement of client lifecycle processes across different Group business units (e.g. Private Wealth Management in Germany and France, Independent Financial Advisors, ODDO Services).

This position is well suited for graduates or early career professionals who are looking to build hands on experience in business analysis, IT projects, and digital transformation within a financial services environment.

Your responsibilities include:

- Autonomous analysis and documentation of client lifecycle and onboarding processes
- Encouraging innovation and maintaining links with different group departments
- Assisting in gathering and structuring business requirements in collaboration with business and IT stakeholders
- Contributing to the preparation of functional documentation and specifications
- Supporting coordination with internal IT teams and, where applicable, external software providers
- Assisting in testing activities (e.g. preparation and execution of user acceptance tests)
- Supporting project rollouts and go live activities
- Gaining exposure to digital tools, regulatory topics (e.g. KYC) and IT systems in the financial sector
- Working closely with various departments (Business, Compliance, IT Security) and learning from experienced colleagues in an international setup

To fulfill these tasks, you will be in regular contact with all business units in France, Germany, and the subsidiaries, with the COOs of the group's business units, with the compliance and legal departments, with the group's DPO, and the IT Security and Innovation department.

## Anforderungsprofil

- Successfully completed degree (Bachelor or Master) in Business Informatics, Computer Science, Business Administration with an IT focus, or a comparable field
- First practical exposure to IT, business processes or project environments (e.g. internships, working student positions, trainee programs)
- Strong interest in digital transformation, IT solutions and financial services
- Basic understanding of business processes and IT systems; project management knowledge is a plus
- Analytical and structured way of thinking with a high willingness to learn
- Reliable, motivated and team oriented working style
- Good communication skills and openness to working with different stakeholders
- Very good English skills (written and spoken); French & German are an advantage
- Willingness to occasionally travel within the Group (e.g. to France or Tunisia)