



Job Description

BUSINESS SYSTEMS ANALYST

Position Summary

Understand the general direction of the IT Director, this position individually performs, or participates with others in performing, technical services project. Such projects produce new (or modifications to existing) operating and database. This position also provides information, direct assistance and technical resources to data processing staff members.

Permanent Essential Duties and Responsibilities:

- This position assists in analyzing data processing requirements and develops and evaluates alternative approaches to improving data processing services through changes or additions to hardware/software configuration and procedures.
- Develops, documents and maintains software systems.
- Establish and maintain project plans
- Enforce IT methodologies, specifications and standards. Implement, test and maintain information systems, provide technical documentation and analysis, administer training for users, and support end users.
- Responsible for advising senior management, functional teams, projects teams and other groups on the design.
- Ability map data between sources
- Understand and synthesize the business needs to the business current and future technology.

Requirements:

- 5-7 years of experience
- Bachelor's Degree in Computer Science or Business Administration
- Advance systems analysis and design techniques
- Data management techniques including contemporary database management systems and data dictionary system
- Ability to work independently or as a member of a team.
- Good analytical abilities coupled with excellent written and verbal skills to explain technical information to managers and system users.

TO APPLY FOR THIS POSITION, PLEASE CLICK BELOW:

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