ADMINSIRATIVE POSITION ANNOUNCEMENT

TITLE OF POSITION/RANK: IT Business Analyst

DEPARTMENT: Information Technology, Rose Hill

RESPONSIBILITIES:
- Performs Technical Business Analyst role for multiple business units, which involves converting detailed business rules into system requirements. (Note: Requires substantive & demonstrated prior Business Analyst experience.)
- Analyzes multiple operational units’ process, procedures and policies and suggest modifications in line with strategic and operational goals.
- Assesses multiple organizations’ business models and integrate it with technology.
- Formulates test cases to ensure that the business partner’s needs are correctly interpreted.
- Interprets business rules and requisites then translates these to functional technical system/service requirements.
- Speaks to and considers such issues as systems performance, scalability, and quality of service, security and usability as it relates to specific business needs.
- Facilitates the transition from current state of the enterprise to its future desired state.
- Serves as the liaison between multiple business units and Fordham IT.
- Manages and facilitates the implementation of new applications as well as new functionality on existing applications for multiple business units.
- Manages vendors and their resources for applications that are SaaS and/or hosted.
- Manages the scheduling and implementation of application upgrades and maintenance.
- Serves as a subject matter expert for multiple business units and the applications that support them.
- Participates and coordinates the operational support of applications of multiple business units.
- Elicits departmental requirements using interviews, document analysis, requirements workshops, surveys, site visits, business process descriptions, use case scenarios, business and task and workflow analysis and deliver the following artifacts as needed: including Functional requirements, Business Requirements Document, Use Cases, GUI/UX designs.
- Critically evaluates information gathered from multiple sources, reconciles conflicts, decomposes high-level information into details, abstract up from low-level information to a general understanding, and distinguishes user requests from the underlying true needs.

QUALIFICATIONS:
- Bachelor’s Degree in an IT-related field
- 5+ years Business Analyst experience required
- 5+ years of solid experience in an IT related environment is strongly preferred
- Experience with Banner (or other Higher Ed) ERP or Constituent Relation Management (SugarCRM) Applications.
- Experience with Oracle, SQL Server or MySQL database(s).
- Familiarity with Service Oriented Architecture strategies and technologies (Web Services, Event Queues, etc.).
- Strong analytical and product management skills are required, including a thorough understanding of how to interpret customer business needs and translate them into application and operational technology requirements.
- Excellent verbal and written communication skills, as well as the ability to interact professionally with a diverse group, executives, managers, and subject matter experts.

SALARY: Commensurate with experience

FLSA CATEGORY: Exempt

START DATE: ASAP

(This is a full-time annual appointment through June 30, 2020. Currently funded for a one-year period, and is subject to annual consideration of renewal.)

SEND LETTER AND RESUME TO: internetsvcs@fordham.edu

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