Downloaded from <https://www.velvetjobs.com/job-descriptions/acquisition-analyst-senior>

# Example of Acquisition Analyst, Senior Job Description

Our growing company is searching for experienced candidates for the position of acquisition analyst, senior. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for acquisition analyst, senior

* Work with the Marketing Campaign Operations Team to ensure flawless execution of all campaigns and lead general channel management activities including analyzing results, tracking channel metrics and budget, and channel optimization
* Develops the complete set of documentation, approvals and notices to release a solicitation within tight milestones
* Takes lead role in providing past performance analysis and complex cost analysis of contractor proposals
* Manages and administers complex contracts for research and development or major weapon systems
* Is expert in the use of automated source selection tools and can adapt the tool to the particular circumstances of the acquisition
* Performs independent research on statutes and directives
* Develops and documents new procedures when required by changes in policy or best practices
* Applies extensive knowledge of acquisition directives to tailor each procurement to the appropriate statutes and provisions
* Provides created leadership from knowledge of industry best practices and most current developments in acquisition
* Directs, provides guidance and mentors the performance of less experienced analysts

## Qualifications for acquisition analyst, senior

* Ideal candidate must be a team player with an entrepreneurial spirit and a drive towards results
* 5+ years of business experience, preferably in the Financial Services Industry, with a working knowledge of BD operational processes a plus
* Creative problem-solving and conflict resolution skills, catered toward delivering actionable solutions in an advisor-facing environment
* A General Securities license (Series 6 or 7) and a working knowledge of the regulatory environment a plus
* Experience prioritizing business activities across competing objectives and stakeholders
* Familiarity with submitting marketing assets for compliance and legal review preferred