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# Example of Analyst Configuration Job Description

Our innovative and growing company is searching for experienced candidates for the position of analyst configuration. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for analyst configuration

* Manage a team of Configuration Analysts or Junior Configuration Managers delivering the Configuration Management process to one major account or
* Manage a team of Configuration Analysts or Junior Configuration Managers delivering the Configuration Management process to a number of accounts
* Be accountable for the execution of the Configuration Management process to a number of accounts
* This will involve working closely with both the local and global delivery units and account service teams
* The Configuration Management Analyst ensures configuration items required to deliver services are properly controlled and CI information is accurately documented
* Support Pro Deploy Client project on various tools such as GPT, GDMS, CSWF, DELTA, GII and
* Collaborates with internal stakeholders to determine technical specifications from business requirements by leveraging and applying knowledge of his/her assigned area(s) of responsibility
* Performs application configuration work to implement systems and provide on-going change services
* Troubleshoots, diagnoses, and resolves or manages problem to resolution ensuring application fully satisfies customers in terms of data integrity, application expectations and other factors according to customer requirements
* Works in close collaboration with account management, database administration, product development and system engineering as necessary to facilitate rapid problem solving and implement changes

## Qualifications for analyst configuration

* Responsible for the day-to-day integrity of the CMDB – ensuring relationships are accurate, configuration attributes are correct, exceptions are resolved and customer requests are addressed
* Monitor key processes related to Inventory and Configuration Management to ensure that they are executed in a timely manner
* Supports CMDB certification activities in order to verify the integrity of the data in the CMDB
* Creates periodic or ad-hoc reports that highlight process non-conformance or data feed integrity issues
* Performs ad-hoc updates and/or uploads to the CMDB for regions that do not have access to supporting tools
* Identifies and proposes tool functionality improvements and process/procedural improvements to achieve the aims and goals of the Configuration Management process