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# Example of Analyst, Information Technology Job Description

Our innovative and growing company is looking for an analyst, information technology. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for analyst, information technology

* Evaluate the performance of existing computer systems, plan and direct upgrades and improvements, troubleshoot problems / test and resolve issues
* Provide recommendations to enhance IT systems and services
* Implement new products or upgrades in a network operating system environment by determining the feasibility, the cost / benefit, assessing the impact to all clients
* Responsible for providing 24/7 first tier management and support
* Provide access to all IT network services
* Responsible for ensuring changes to the IT infrastructure
* Utilize business knowledge to identify opportunities for improvement of existing and/or new information technology that will drive value to the business
* Maintain strong communications with Project Leader/Manager/Team Leader other team/staff members, end-users and vendors to ensure a productive and cooperative environment
* Works with Global colleagues and project sponsors/customers to design and build BI application solutions
* Troubleshoot BI problems and tune for performance.

## Qualifications for analyst, information technology

* Professional and persuasive enough to engage in business dialogue with, and support stakeholders
* The ability to work in virtual teams and matrixed organisations
* The ability to manipulate and work with data (Structured Query Language (SQL) skills preferred)
* The ability to commit and prioritise work duties and tasks
* Knowledge in, and experience with Microsoft Office products
* Educated to Bachelor degree level with a concentration in Business, Economics, Engineering or Computer Science, or the equivalent business analysis certification and/or relevant work experience (beneficial)