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# Example of Intermediate Application Support Analyst Job Description

Our growing company is looking for an intermediate application support analyst. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for intermediate application support analyst

* Data Confidentiality/Security Maintain confidentiality of sensitive information at all times
* Data Quality Maintain data quality at all times
* Documentation Complete documentation/flow charting of system builds and maintain team's existing documentation independently
* End User Training Create and review existing training documentation
* Process Improvement Create and update processes
* Project Management Create and contributes to project tasks and milestones
* Report Writing/Analysis Write, analyze and make modifications to reports either independently for basic requests or under the direction of more experienced team members for more complex requests
* SDLC (System Development Life Cycle) Have an intermediate understanding of the application development life cycle
* System Integration Complete assigned tasks related to system integration
* Vendor Relationships Interact with vendors (technical issues, project initiatives) under the direction of more experienced team members as necessary

## Qualifications for intermediate application support analyst

* Hands-on experience with system administration and security hardening
* Able to communicate effectively and build relationships with different people at different levels in the organization, along with project coordination skills
* Proactive with good judgement and able work independently in sometimes ambiguous situations
* Minimum 1 years of working experience in SQL and UNIX
* Certified Revenue Cycle Professional Certificate within 3 years of employment
* Bachelor's degree and at least 3 years of progressively responsible experience in revenue cycle operations