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# Example of Systems Engineer / Analyst Job Description

Our company is growing rapidly and is searching for experienced candidates for the position of systems engineer / analyst. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for systems engineer / analyst

* Extract and develop energy and greenhouse gas emissions intensities for various vehicle materials from technical literature, process modeling, and through interactions with other national laboratories, academia, industry, and stakeholders
* Expand the GREET model with the new data to enhance the model’s capability of assessing vehicle life-cycle for various vehicle classes and powertrain technologies
* Contribute to team efforts including documentation of research results in reports, and in quality assurance checks of analyses
* Acquire data on vehicle weights, component sizing, material compositions, and advanced lightweighting materials for conventional and advanced vehicle powertrains from the literature, process modeling, and through interactions with stakeholders and the research community
* Revise and expand GREET model to reflect state-of-the-art data
* Plan, manage, and coordinate various engineering development programs/projects which involve continuous systems modification, evaluating numerous systems requirements, and analyzing other pertinent factors affecting systems performance
* Keep abreast of the latest engineering technological advances state-of the-art applications pertinent to development of new products or theories
* Review proposed changes (additions, deletions, modifications) and maintain the accuracy, content, integrity of and accessibility to the Class Maintenance Plans (CMP)
* Implement CMP content changes from authorized engineering agents in accordance with applicable references
* Ensure each CMP task (scheduled and unscheduled) contains the correct technical specifications, properly reference, with revision controlled procedure(s)

## Qualifications for systems engineer / analyst

* The future effort could require the ability to obtain a Top Secret clearance
* Bachelors degree in Physics, Mathematics, Astrodynamics, , Electrical Engineering or a related Engineering field and 9 years experience
* Applicant must have a solid engineering background that covers a variety of disciplines which support both conceptual and detailed system level assessments, basic understanding of analysis techniques, planning, execution, and reporting
* Bachelor’s, Master’s or Doctorate of Science degree in Engineering from an accredited university
* Individual must have strong coordination, organization, teaming and communication abilities
* Individual must be capable of working both independently and in a team environment