Our company is looking to fill the role of business systems analysis. 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 business systems analysis

- Define future state requirements and perform gap analysis to provide solution recommendations
- Coordinate with Services organizations to define and develop business process and system changes, and drive ownership to stakeholder groups
- Develop comprehensive process scenarios and track progress
- Ensure compliance with internal controls and governance
- Define transition / training plan for hand-off to appropriate production support groups
- Work within established Agile project management methodology to manage relationship between IT and Services with regards to scope, deliverables, and timing to support efficient portfolio delivery
- Detail Process flow review
- Documentation completion for top impacted areas
- Document management review and restructure
- Model and manage requirements throughout the project life cycle authoring ongoing version and change control, tracking, traceability

Qualifications for business systems analysis

- Work independently with business users to develop business capabilities under the general direction of a manager Support business users in creating

- Partner with business users and challenge assumptions and proposed execution plans as necessary
- Successfully engage in multiple initiatives simultaneously and manage priorities as required Interact professionally with a diverse group of executives, managers, and subject matter experts
- Develop effective and efficient solutions by researching/analyzing current state system capabilities and defining technology solutions options / recommendations working closely with key technology partners
- Define and document the future state processes in order to provide a confirmation of the requirements delivered by the subject matter experts provide sufficient detail for the software developers to create the technical solution
- 4-year college degree AND 3 years' experience with Siebel Sales as a Business Systems Analyst or Developer AND 3 years' experience working as an EDI Program specialist or an advanced degree (MBA, CIS) with 3 years' experience working in a Siebel Sales environment as a Business Systems Analyst