



# Example of Business Systems Consultant Job Description

Powered by [www.VelvetJobs.com](http://www.VelvetJobs.com)

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

## Responsibilities for business systems consultant

- Lead business requirements gathering and scope meetings with technical, business and client stakeholders to define the functional requirements for a project
- Identify and document current and future business state through process models and use case definitions
- Advocate for business goals, and collaboratively bridges gaps across multiple business lines and IT partners to resolve concerns
- Support manager with duties as assigned
- You will be translating business needs into system deliverables through the creation of specifications and systems requirements
- You will be working with Business Partners, IT Partners, Vendors and your Project Team to ensure alignment between project solutions and strategic roadmap/vision
- You will work closely with the Project Manager, Development Consultant, Architect and Developers to define solutions that supports a broad array of business capabilities in a divisionally consistent model
- You will coordinate and organize all of the different activities and resources to ensure that project objectives are understood and delivered
- Elicits and communicates the organization's business strategy
- Accountable for the accuracy of the fit of the proposed solution to the business needs and the information upon which the business justification and prioritization decisions are made

- 
- Experience with Agile delivery preferred
  - May act as an internal consultant within technology and business groups by using quality tools and process definition/improvement to re-engineer technical processes for greater efficiencies
  - May provide direction and/or guidance to less experienced staff
  - Knowledge of performance analysis, methods and procedures, familiarity with re-engineering techniques
  - Proficient in Microsoft products (Word, Excel, PowerPoint, Visio)
  - Providing extracts, reports, data loads, based on user specifications