



Example of EDI Analyst Job Description

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Our company is searching for experienced candidates for the position of EDI 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 EDI analyst

- Prepare B2B specifications for use by trading partners
- Work with third party managed services to implement new B2B transactions and new trading partners
- Provide internal users and external trading partners with second level support for production issues, coordinating with third party managed service provider on resolution
- Write and distribute status reports on a regular basis, including progress against objectives and metrics on partner implementations
- Must be able to apply knowledge of business environment to assist in support of implementation and maintenance of software products utilized by the company
- Resolve assigned inventory and issues, follow-up on outstanding issues, and escalate as needed
- Proactively review and provide data analysis and financial impact assessment
- Create, schedule, and run reports for monitoring billing performance
- Work directly with payors to resolve outstanding issues
- Create and execute processes to systematically update specific fields on claims

Qualifications for EDI analyst

- Recent experience in dealing with EDI issues with major retailers of footwear, accessories and/or apparel including supporting transaction sets 850, 810,

- Experience with Warehouse Management Systems (e.g., Manhattan Associates PKMS / WMi)
- Experience with Business Intelligence (e.g., QlikView/QlikSense)
- Experience with AS400, DB2 & SQL
- Experience with Product Lifecycle Management (PLM) systems