



# Example of IT Applications Specialist Job Description

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Our innovative and growing company is looking to fill the role of IT applications specialist. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for IT applications specialist

- Manage classroom rosters, attendance, exams, completion and competencies within the Learning Management System
- Assist in the testing of training materials and training environment making suggestions as appropriate
- Assist with creation and updates of training materials as appropriate
- Collaborate with vendor resources, internal customers, and within the distributed IT team to deliver software systems that meet or exceed customer expectations
- Defining IT Internal Controls for the company
- Understanding the business strategy moving forward and the IT solutions to be implemented to support the strategy and make sure compliance processes are implemented to limit the risk for the IT controls defined
- Collaboration between Internal and External Auditors and leadership
- Propose and participate in the definition and delivery of IT solutions to support global Finance & Controlling business processes
- Monitor systems and ensure availability and reliability of Finance and Controlling IT solutions, in addition to SAP troubleshooting
- Project management of new projects, requirements and solutions for the Finance and Controlling areas such as M&A's, new business processes, among others

## Qualifications for IT applications specialist

- Provide Salesforce support and training for the Wealth Management business
- Provide End user training for T24 and Folio
- Document and review IT procedures where necessary
- Own the User Defined Tool master repository for the Wealth management division
- Ensure that business continuity requirements for UK Wealth Management are tested, in place and up to date