Example of Program Senior Analyst Job Description

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Our growing company is hiring for a program senior analyst. 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 program senior analyst

- Supporting project reviews, opportunity and delivery review meetings ongoing audits with accurate financial data and value added financial analyses
- Directly supervise, train, and mentor 3 lower level Program Control Analysts
- Provide technical and analytical support and data analysis to MCSC and assigned Project Office
- Expertise with Integrated Broadcast System (IBS) and Receivers desired
- Reproduce distribute and track system S/W
- Support program office documentation development
- Coordinate with sponsor offices on S/W and H/W baselines/updates
- Assist in H/W and S/W development
- Coordinate with test and accreditation activities to obtain certifications
- Provide CONOP, COE, and TTP development support

Qualifications for program senior analyst

- Technical proficiency in applicable business application system, RTC, project SharePoint site
- Demonstrated experience leading projects in a global environment (preferred)
- Knowledge of information security disciplines is preferred
- Proficiency in risk management principles and tools
- Advanced knowledge of Project Management (tools, tactics, and

- Identify, assess, and respond to the full range of program and project risks to the building, deployment, operation, and maintenance of the NPSBN