



Example of Release Analyst Job Description

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Our innovative and growing company is hiring for a release analyst. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for release analyst

- Communicate status and issues to leadership on a weekly basis and perform ad-hoc reporting as requested
- Document designed processes and SAP capabilities by creating functional specifications, technical specifications and test plans for Help Desk Ticket and Change Request solutions
- Participate in Peer Reviews to analyze trends in errors and propose resolutions to prevent further incidents
- Assist test team members with defects and general testing as required
- Document and communicate needed changes as it relates to the respective functional area
- Work with the other project team members to ensure integration and consistency of configuration and design
- Proven ability to work effectively in a high-integrated environment
- Ensure the end-to-end process documentation for the respective functional area is current and update for each change undertaken
- Document cut-over and sustainment activities as it relates to the respective functional area
- Conduct risk assessment of the release and work with cross functional team members and management to develop mitigating plans (if required)

Qualifications for release analyst

- Must have Bachelor's degree in Computer Science, Information Technology, Electrical/Electronic Engineering or related field

- High level of personal organization, the ability to promote efficient and effective organized teamwork
- Strong knowledge of client classification-based regulations including EMIR, Dodd Frank, MiFID, Mandatory Clearing
- Complex Business Rules engine
- Create automated build scripts for code compilation and packaging