Title:	OSSE- Business Systems Analyst- Senior	**Region:**	District of Columbia
Req ID:	529362		

Details

Requisition Details

Req. Class:	BSAV1 : 3-Senior	**Region:**	District of Columbia
Title:	OSSE- Business Systems Analyst- Senior		
Req. Status:	Open		
No. of Openings:	1	**No. Filled:**	
Start Date:	04/02/2018		
No New Submittals After:	03/19/2018		
Max Submittals by Vendor per Opening:	2		

Worksite Address:	810 1st St NE
Agency Interview Type:	In Person
Advanced Technical Screening Required?:	No
Existing Incumbent	Yes

Requisition Description

Engagement Type:	Contract
Short Description:	Formulates and defines systems scope and objectives based on both user needs and a thorough understanding of business systems and industry requirements.
Complete Description:	The Office of the State Superintendent of Education (OSSE) is seeking a qualified Business System Analyst (BA) with knowledge and experience in the areas of business process engineering and education systems at the state education level. The BA must have experience with the development and deployment of .Net products as well as COTS implementations. The BA will lead focus group sessions with the business units to gather the requirements necessary to develop System Requirements Specification (SRS) resulting in the development of the SRS and use cases to be used by the development team construct systems to meet the business functional requirements. The BA will work with business units and report to the OCIO PMO Director. -- CONTRACT JOB DESCRIPTION Responsibilities: 1. Formulates and defines systems scope and objectives based on both user needs and a thorough understanding of business systems and industry requirements. 2. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operation time, and form of desired results. Includes analysis of business and user needs, documentation of requirements, and translation into proper system requirements specifications. 3. Provides consultation on complex projects and is considered to be the top level contributor/specialist of most phases of systems analysis, while considering the business implications of the application of technology to the current and future business environment. Minimum Education/Certification Requirements : Bachelor's degree in Information Technology or related field or equivalent experience; or a current Project Management Professional (PMP) Certification

Client Information

Work Location:	OSSE - 810 First St NE Washington, DC 20002	**Cost Center:**	OSSE - Office of the State Superintendent of Education

Required/Desired Skills

Required /Desired

Skill	Required /Desired	Amount	of Experience
11-15 yrs BA experience	Required	11	Years
11-15 yrs Software Development Lifecycle experience	Required	11	Years
11-15 yrs requirements gathering and documentation	Required	11	Years
11-15 yrs MS Office/PowerPoint experience	Required	11	Years
Bachelor's degree in IT or related field or equivalent experience	Required		
Experience with Enterprise Grants Management System (EGMS)	Required	2	Years
Client Relationship Management experience	Required	8	Years
Experience in documenting business process, requirements, and test scripts	Required	6	Years
Business process analysis and	Required	8	Years

the ability to implement change

Experience with MS Project or other Project Management software	Required	5	Years
Understanding of the Software Development Life-Cycle (SDLC)	Required	5	Years
Experience with User Interface Designs for WEB applications	Required	8	Years
Experience with developing strategies and processes to improve overall business workflow	Required	4	Years
Experience developing develop System Requirements Specification (SRS)	Desired	5	Years

Questions

	Description
Question 1	Absences greater than two weeks MUST be approved by CAI management in advance, and contact information must be provided to CAI so that the resource can be reached during his or her absence. The Client has the right to dismiss the resource if he or she does not return to work by the agreed upon date. Do you accept this requirement?
Question 2	Please list candidate's email address that will be used when submitting E-RTR.
Question 3	There are no reimbursable expenses. Do you accept this requirement?