Title: OCFO Business Systems   **Region:**   District of Columbia
                     Analyst Master

Req ID: 567962

Details

Requisition Details

Req. Class:	BSAV1 : 4-Master	**Region:**	District of Columbia
Title:	OCFO Business Systems Analyst Master		
Req. Status:	Open		
No. of Openings:	1	**No. Filled:**	0
Start Date:	07/30/2018		
No New Submittals After:	08/20/2018		
Max Submittals by Vendor per Opening:	6		

Worksite Address:	1101 4th Street SW suite w35
Agency Interview Type:	In Person
Advanced Technical Screening Required?:	No
Existing Incumbent Resource?:	No

Requisition Description

Engagement Type: Contract

Short Description: 16+ years of experience. 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 business system analyst is responsible for solving business problems, defining business architecture, process optimization, business rules, business cases, business requirements, organizational change (communications), and UAT. • The role of Business System Analysis – Hyperion Financial Management is to understand and document current business procedures and identify areas for improvement. This person will provide hands on business process requirements analysis in support of Hyperion Financial Management Suite and related application. In collaboration with internal departments and external resources, plans, designs and implements financial systems solutions. A thorough understanding of the current state of the organization is necessary prior to recommending changes related to implementing a new business solution. • Under general supervision, formulate and define system scope and objectives through research; as well as, demonstrate expertise with the Hyperion Financial Management suite • The Business Systems analyst is responsible for the knowledge transfer of business requirements to the application/database developers and project managers. • The Business Analyst shall be able to make cogent arguments recommending a course of action • The Business Analyst need to scour through enormous amounts of information in the business area that they support to find the salient points. • New business patterns happen all the time, and detecting them can provide a significant advantage. Business analyst shall be able to identify and address the change in business process • Business analyst shall understand the variety of standard ideas and methods for requirements gathering and elicitation/translate what business wants into IT requirements and design specifications • Business analyst shall be able to create trust between Business and IT • Business analyst shall assist in identifying and implementing various software solutions • Business analyst shall provide application support for business users • Business analyst shall have ability to write functional design specification • Business analyst shall have experience supporting data cleanup, data conversion and reconciliation activities • Business analyst shall be able to review design specification developed by other analysts and provide feedback on design • Business analyst shall be able to write white papers and solution recommendations as needed • Business analyst shall be able to support testing and training activities --- 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:	OCIO - 1101 4th Street SW Suite W350	Cost Center:	OCIO - Office of the Chief Information Officer
		Project:	

Required/Desired Skills

Required /Desired

Skill	Required /Desired	Amount	of Experience
16+ yrs BA experience	Required	16	Years
16+ yrs Software Development Lifecycle experience	Required	16	Years
16+ yrs requirements gathering and documentation	Required	16	Years
16+ yrs MS Office/PowerPoint experience	Required	16	Years
Bachelor's degree in IT or related field or equivalent experience	Required	20	Years
Hands-on experience implementing Hyperion Financial Management (HFM) Suite in Public Sector	Required	5	Years
Hands-on experience in developing and documenting operational and processes, functions, and procedures involving Hyperion	Required	5	Years
Hands-on experience leading end-to-end implementation of new requirements, process changes and improvements requested by Stakeholders / business	Required	5	Years
Experience providing go-live, continuous improvement and Business support and proactively engage with Planning functions to facilitate Business requir	Required	5	Years
Hands-on experience in application configuration, governance and strategy as well as the implementation of Business change requests	Required	5	Years
Experience in the design and development of a Smart View Template Framework	Required	5	Years

Experience with Public Sector Budgeting	Required	5	Years
Detailed analytical abilities	Required	10	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?