***This old UMB job description was created between 2000 and 2014 and is being provided as a template or guide in the preparation of a current job description. The essential functions are general in nature and may not accurately depict the duties of a specific unit. Managers are encourage to update and provide specific duties that are applicable to work being performed in the unit.***

Job Title: **IT Analyst, Applications**

Job Family: Information Technology Sub Family: IT - Applications Analysis

**Job Summary:**

The Application Analyst supports aspects of the application development and application analysis for those applications that support administrative or operational functions of a UMB department or division.

**Essential Functions:**

* Assist in identifying and resolving issues and risks respective to the development and implementation of the code aligning with the designs assigned using pre-established instruction and guidelines, escalating as necessary.
* Propose workable solutions and processes per assigned area of application and/or requirements.
* Uses pre-established instruction and guidelines to provide technical design and configuration against documented requirements for the application(s).
* Execute appropriate unit and integration testing for upgrades and implementation cycles as defined.
* Provide information for documentation of customizations and upgrades and assist in the successful implementation of software upgrades. Develop and maintain records of basic customization and upgrade documentation.
* Coordinate data feeds with central campus systems. Serve as the resource between the campus and the vendor. Communicate any issues with the vendor to include customization needs, security issues and program bugs to the vendor.
* Complete application data input and output into the software to ensure all department reporting needs are met in a timely fashion.
* Performs other duties as assigned.

**Minimum Qualifications**

Education: Bachelors in Information Technology, Computer Science, Systems Administration, Computer Engineering or a related field.

Experience: Two (2) years ina functional area that requires the use and support of specified application(s) (ie: Priority Financial…)

Supervisory:

Licensure/Certification:

Other: May consider a combination of directly related experience and education.

**Knowledge, Skills, and Abilities**

*Managers may provide prefered knowledge, skills, and abilities as necessary.*

Job Code: E0769D

SOC Code: 151121 IPEDS: Computer

EEO6 Code: Professional State Code: 9749502

USM eCode: E40075 AAP Code: 3B