***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, Business Application**

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

**Job Summary:**

Under general direction, serves as the lead in the integration of the functional aspects of two or more financial/personnel management systems.

**Essential Functions:**

* Assesses current practices to ensure financial/personnel systems support efficient business process. This may require modifying functional specifications for enhancements or customizations to the base financial /personnel management system.
* Identifies and assists in the development of future business process changes. Applies knowledge of financial/personnel management systems application to organization-specific needs and processes; assists in modifying functional designs to enhance function.
* Ensure consistency and quality of data with responsibility for testing, training, problem resolution and end user-support.
* Provide hands on support as needed in the functional areas supported by the financial/personnel management systems. Examples of such support could include procurement; effort reporting/distribution and other financial support activities.
* Performs other duties as assigned.

**Minimum Qualifications**

Education: Bachelors in accounting, finance, and/or related coursework to application

Experience: Three (3) years of experience in use and analysis of financial or human resource management systems or related to application

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: E0706E

SOC Code: 151121 IPEDS: Computer

EEO6 Code: Professional State Code: 9749502

USM eCode: E40075 AAP Code: 3A