***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 Enterprise Application Analyst, Senior**

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

**Job Summary:**

Oversee a team the senior position designs, configures and implements functional aspects of enterprise-wide application software solutions. This position will have an in-depth understanding of the Enterprise Resource Planning (ERP) application configuration options, processes, and data flow. Requires the ability to assess current campus business practices and develop solutions to implement best practices for campus business functions This may entail working with campus users to draft new business processes and/or developing functional specifications for enhancements to the enterprise-wide application software. Typical duties also include acting as a liaison to campus community, monitoring critical business activities, troubleshooting and resolving complex issues.

**Essential Functions:**

* Provides functional support of the production ERP application by working directly with campus users.
* Acts as a liaison between end users and technical team to address issues and recommend solutions.
* Assesses business practices and requirements and analyzes ERP software applications to evaluate available solutions.
* Facilitates meetings with functional staff, technical staff and campus community to troubleshoot issues and design and implement resolutions.
* Documents system processes and data flow for application modules
* Develops and executes project work plans and revises as appropriate to meet changing needs and requirements
* May lead and train other staff associated with enterprise-wide application support
* Independently troubleshoots complex issues with the ERP application processing and/or configuration.
* Independently creates, executes and manages test plans and evaluates results to ensure system integrity
* Designs and implements ERP application security for campus community
* Documents and manages application issues and resolutions
* Identifies system inefficiencies and recommends effective solutions
* Performs other duties as assigned.

**Minimum Qualifications**

Education: Bachelors in Business, Human Resources, Finance, Information Technology, Computer Science, or a related field to application.

Experience: Four (4) years of experience in a functional area that required the use of ERP software packages (e.g. PeopleSoft/Oracle, Banner, etc.), or other enterprise wide application software (e.g. COEUS, Maximus ERS). This may include working as user of an ERP/enterprise wide appl

Supervisory:

Licensure/Certification:

Other: No subsitution of experience for minimum education requirement.

**Knowledge, Skills, and Abilities**

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

Job Code: E0769G

SOC Code: 151132 IPEDS: Computer

EEO6 Code: Professional State Code: 9749502

USM eCode: E3007J AAP Code: 3A