IT Analyst: Sr. IT Analyst

Operates in one or more of the following: personal computer applications training, data control and scheduling coordination, systems administration, data security administration, and associated fields.

Knowledge
Contributes to the development of new concepts, techniques and standards. Considered expert in field within the organization.

Problem Solving
Develops solutions to complex problems that require the regular use of ingenuity and innovation. Ensures solutions are consistent with organization objectives.

Discretion/Latitude
Work is performed without appreciable direction. Exercises considerable latitude in determining objectives and approaches to assignment.

Impact
Effects of decisions are long-lasting and heavily influence the future course of the organization. Errors in judgment or failure to achieve results would result in the expenditure of large amounts of company resources.

Liaison
Serves as consultant to management and special external spokesperson for the organization on major matters pertaining to its policies, plans and objectives.

Work Products
Works with management to investigate and review needs, obtains price quotes and makes recommendations. Monitors contract compliance and monitors systems compliance with established IT policies, guidelines and standards. Partners in the development of procedural and operational recommendations of existing and new technologies to department management.

Minimum Education and Experience
10+ years directly related experience with Bachelor's Degree in Information Technology, Business Administration or related field. Advanced MS Word, PowerPoint and Excel skills.