



Systems Analyst

Highland, IL

Job Summary:

The Systems Analyst will be the functional expert on Oracle EnterpriseOne and provide support to the user community and other related IT systems. The Systems Analyst will also be responsible for training users on new functionality, processes, and systems. This role will assist with the implementation of Oracle EnterpriseOne updates and be responsible for testing and supporting all project requirements. The Systems Analyst will design and document workflows and make appropriate recommendations that will positively impact operational effectiveness. The position will be a Project Manager and lead key projects by proactively developing and maintaining project plans for new system implementation, programs, updates, and modifications.

Reports to:

Information Systems and Operations Manager

Essential Duties:

- Analyze and manage assigned projects, including a thorough understanding of how to interpret the business needs and translate them into functional and operational requirements.
- Direct the preparation and installation systems and procedures, including the design of source documents, technical direction of operations, and the format of management reports.
- Work directly with different business units to quickly understand the business issues and challenges and to define the project concept, objectives, and approach.
- Perform programming, database, and system design.
- Identify industry best practices when solving business problems.
- Serve in leadership roles and take ownership for projects.
- Develop relationships with key business users and foster a collaborative environment with business units.
- Communicate effectively with clients to identify needs and evaluate alternative business solutions with project management.
- Continually seek opportunities to increase customer satisfaction and deepen client relationships.
- Manage client expectations effectively.
- Suggest areas for improvement in internal processes along with possible solutions.
- Make effective decisions under pressure and think analytically.
- Gather and interpret relevant data and information.
- Direct the preparation and installation systems and procedures, including final install.
- Perform other duties assigned.



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Requirements:

- B.S. in Computer Science or related field.
- Minimum 2 years of experience in a related field.
- Minimum 2 years hands-on experience with ERP software at the implementation and/or process improvement level.
- Entry-level knowledge of Oracle EnterpriseOne system modules.
- Experience with OMW (Object Management Workbench).
- Entry-level experience with EnterpriseOne Enterprise Report Writer tool a plus but not required.
- Entry-level experience with ReportsNow a plus but not required.
- Effective project management and problem-solving skills.
- Travel as required to support projects.

Contact:

Basler Electric welcomes employment applications received directly from interested candidates. We prefer that you submit your resume in Microsoft® Word or Adobe® PDF format.

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