

JOB TITLE : IT ANALYST
NO OF POSITIONS : 05
WORK LOCATION : BRMS, INC, 499 ERNSTON ROAD, SUITE A-7, PARLIN, NJ 08859
SALARY : DOE

JOB DESCRIPTION:

- Advanced knowledge and experience using Microsoft Office, specifically MS Excel, MS Access and Visio
- The ability to think analytically, solve problems to complex business processes, and document results.
- The ability to communicate complex ideas in a clear, concise manner across functional and technical departments.
- A strong understanding of web-based application delivery.
- Work on multiple tasks at any one time while maintaining high quality standards.
- The candidate must be process-oriented with sound judgment, attention to detail, accuracy, and follow-through including the flexibility to perform in an ever-changing work environment.
- The candidate must be energetic, driven and committed to project success while working under tight time constraints and pressure.
- Develop wire frames, workflows, use case diagrams, flowcharts, and other analysis-type documentation.
- Development of test scenarios and test cases, and testing activities necessary to assess the quality and completion of system implementations
- Perform industry research to clarify, define, or satisfy technology or business process issues
- Monitor and manage project scope and enforce change management
- Identify, document, and resolve project issues
- Develop contingency plans where appropriate
- Identify opportunities for improvement and make constructive suggestions for change
- Set and continuously manage customer expectations
- Experience using frameworks in a Microsoft .NET development environment
- Experience using Excel, SQL, Access, Google Doc, OneDrive

Essential Duties and Responsibilities:

- Analyzes, defines and documents client requirements in support of assigned projects.
- Using detailed knowledge of application features and functions assesses scope and impact to the project.

- Identifies and documents cross-functional and/or cross-divisional, functional requirements, workflow, information resources and distribution paths, and system specifications.
- Participates in the analysis of client business processes and functional requirements and in the preparation of appropriate documentation to communicate and validate the information.

Education and other Requirements:

- Bachelor's Degree (Masters preferred) in Computer Science, MIS, Healthcare, Supply Chain, Logistics Management and/or equivalent work experience
- Preferred Related Certifications
- Demonstrates ability to comply with the following Core Competencies: Problem Solving & Decision Making, Accountability & Responsibility, Communication, Collaboration & Teamwork, and Customer Focus.
- Minimum 1-3 years quality assurance experience writing use cases, executing test scenarios and providing feedback to the development team.

Interview Process:

- Resume' shortlisting
- Telephone Screening
- Skype or Face to Face Test/Screening
- HR & Final Round

Please forward your latest Resume' for review and consideration to jobs@brms-inc.com