

NON-CIVIL SERVICE ANNOUNCEMENT

METROPOLITAN GOVERNMENT OF NASHVILLE
HUMAN RESOURCES RECRUITMENT CENTER
EQUAL OPPORTUNITY EMPLOYER
(615) 862-6640

APPLICANTS ARE ENCOURAGED TO APPLY BY: **December 11th, 2015**

Information Systems Applications Analyst 3 (Business Analyst)

SR-12

Salary: \$54,548.70

Position Description: Performs the technical and analytical duties involved in designing, testing, installing, and implementing software solutions.

Education and Experience: The candidate will have at least five years experience as a Systems Analyst in a software development environment. Must be very familiar with all phases of the project development lifecycle and be able to perform analysis and testing throughout all phases as required.

Preferred Knowledge/Skills/Abilities:

- The ability to thoroughly document current business process and perform gap analysis as required.
- The ability to gather requirements and prepare all necessary technical documents.
- The ability to translate business needs and work with developers throughout the development phase.
- The ability to, and experience with, writing and maintaining test scripts.
- The ability to thoroughly test application functionality.
- Experience with creating training manuals.
- The ability to train managers and end-users.
- Exceptional communication skills with all skill and management levels of an organization.
- Excellent customer service skills.

Bonus Skills

SQL

Creating flow-charts or activity diagrams

Crystal Reports

TO APPLY

**Email resume and cover letter to:
JIS.Applicants@nashville.gov**

*In Compliance with Tennessee Law, all applications are subject to Public Disclosure
Background checks will be conducted for JIS positions*



Requests for ADA accommodation should be directed to:

Kathy West, ADA Coordinator Phone: (615) 862-6195