

Business Systems Analyst position for P4 Performance Management, Inc.

P4 Performance Management is seeking a Business Systems Analyst with extensive knowledge of Asset and Maintenance Management solutions to serve as a subject matter expert to the Project Manager (PM) for an Operations Management System project (OMS). The Business Systems Analyst will be responsible to the PM for the continued development of the OMS in respect to the client's business model. The OMS is the basis for planning, budgeting and maintaining client infrastructure and includes functions such as work requests, work orders, day cards (for Labor, Equipment and Materials), Maintenance Management Quality Assurance (MMQA), Feature Inventory and many other aspects. The system is Oracle based and is a customized version of Agile Assets™ asset management and maintenance software.

Applicant must be a US citizen and must pass a criminal background check. The location of work for this position is Salt Lake City, UT. The contract duration for this position is 2 years with an optional 2 one year extensions. Contract commences on December 1st, 2009.

A detailed description of the required Business Systems Analyst duties, responsibilities and deliverables is provided below:

REQUIRED EDUCATION

1. Bachelor's degree in IT-related field;
2. AND At least 3 (three) years of experience in a consultant role implementing systems of similar size and complexity in the transportation industry or government highway management;
3. AND A strong understanding of the principles and practices of the financing, planning and scheduling of highway maintenance;
4. AND Knowledge of OMS, MMS, Feature Inventory, MMQA, FiNET, Data warehouse, Zero Based Budgeting.
5. Or relevant combination of education and experience.

DESIRED CHARACTERISTICS AND ABILITIES

1. Business systems analysis experience on medium to large sized custom software development projects.
2. Excellent knowledge of asset management and maintenance systems for large enterprises and the specific aspects of highway maintenance and how they are tracked and managed within computer systems.
3. Excellent knowledge of the specific aspects of highway maintenance and how they relate to the budgeting process including report development/generation and data analysis.
4. Experience with field data collection tools and an understanding of how highway feature inventory is used in the planning and budgeting process.
5. Experience in the highway maintenance field from a maintenance analyst level or higher.
6. Experience with a city, state, county or federal highway entity to manage a highway maintenance budget including knowledge of zero-based budgeting.
7. Experience with highway maintenance business processes and systems such as Agile Asset's OMS, Feature Inventory and related financial systems.

8. Ability to work with the client to develop and transition from traditional highway maintenance accounting to more dynamic and improved processes based upon the client's needs.
9. Ability to work in a fast-paced, dynamic work environment.
10. Strong decision making and problem solving skills.
11. Excellent ability to understand and express complex topics.
12. Demonstrated ability to quickly comprehend project scope and business requirements.
13. Demonstrates a strong understanding of the daily business operations of a department of transportation and how various business systems interrelate.
14. Excellent English communications skills, especially strong verbal communication skills to facilitate training and user requirement development.
15. Demonstrated abilities to develop and conduct training of personnel.
16. Skilled at developing useful reports and charts to aid in efficient implementation of maintenance budgets, work orders, schedules, etc.

DUTIES AND RESPONSIBILITIES

1. Provide knowledge and expertise in the following areas:
 - Business Systems Analysis
 - Budgeting
 - Feature Inventory
 - Maintenance Management Quality Assurance
 - Business Report Development
 - Training system use and on report generation
 - Documentation
 - Application Enhancement Requests
2. Provide business systems analysis expertise.
3. Provide input, related to the identification of business and technical requirements, driving resolutions on issues, outstanding decisions and risk pertaining to same.
4. Act as a key business partner with the client using extensive knowledge of Asset and Maintenance Management functionality, configuration, and architecture to provide user expertise.
5. Recommend best practice solutions for business processes and application design.
6. Lead requirements analysis workshops and documentation efforts.
7. Work with the implementation contractor, Agile Assets, to gather detailed design and configuration specifications, requirements validation, issue resolution, coordination of project activities and user testing efforts.
8. Attend regular project status meetings to review project progress and present risks including issues and constraints that are impeding or may impede project performance. Provide recommendations for risk mitigation.
9. Identify impacts that changes to system configuration will have on integrated systems and existing internal and external interfaces.
10. Develop requests to present to Agile Assets for screen/system alterations.
11. Assist with the design and development of user manuals and other system documentation.
12. Develop reports and charts to aid in efficient implementation of maintenance budgets, work orders, schedules, etc.

Please submit your resume in MS Word format to hr@p4performance.com by no later than 5pm ET on October 23rd, 2009.