

## PERSON SPECIFICATION - IT SYSTEMS ANALYST

Criteria	Essential	Desirable
<p><b>Experience</b></p>	<p>Working as part of a team to deliver business solutions in a medium-sized organisation of 20+ end users.</p> <p>Working in an IT environment with significant focus on Microsoft technology</p> <p>Experience of automation and systems integration</p> <p>Evidence of taking a key role in introducing new systems to an organisation: scoping, installing, configuring, documenting, testing and training.</p>	<p>Working in an environment which is transitioning to cloud-based solutions.</p> <p>Responsibility for web content with a focus on structuring information, for example, a webor intranet site</p>
<p><b>Skills/Competencies</b></p>	<p>Excellent understanding of computer systems, databases and data in the context of cloud or other web-based platforms.</p> <p>Strong analytical skills with a proven ability to assess business needs and translate these intorelevant IT solutions.</p> <p>Ability to carry out troubleshooting, researching, and resolving of information system problems.</p> <p>Good understanding of SQL databases and the ability to interrogate and troubleshoot datausing SQL T-SQL.</p> <p>Proven use of MS Excel to carry out data analysis and transformation.</p> <p>Excellent understanding and awareness of customer relationship issues and the ability to consistently provide a high quality and friendly service.</p> <p>Ability to produce high-quality support documentation appropriate to the intended audience.</p> <p>Excellent written and verbal communication skills.</p> <p>Ability to organise and manage own time effectively.</p>	<p>Experience in writing scripts, PowerShell or otherwise, to automate tasks or process data.</p> <p>Experience of interacting with RESTful APIs and other web services using scripts or programmed solutions.</p> <p>Experience in using, or developing solutions on, MS Sharepoint.</p>

