



**Information Systems & Services (ISS)**  
**Senior Business Systems Analyst**  
**(2 Year Contract)**

**Background:**

Dublin City University ([www.dcu.ie](http://www.dcu.ie)) is a research-intensive, globally-engaged, dynamic institution that is distinguished by both the quality and impact of its graduates, and its focus on the translation of knowledge into societal and economic benefit. DCU prepares its students well for success in life, and in the workplace, by providing a high-quality, rounded education appropriate to the challenges and opportunities of the 21st century.

Through its mission to transform lives and societies through education, research and innovation, DCU acts as an agent of social, cultural and economic progress. As Ireland's University of Enterprise, it is characterized by a focus on innovation and entrepreneurship and a track-record of effective engagement with the enterprise sector. Excellence in its education and research activities has led to its consistent ranking in the top 50 of the world's young universities (QS Top 50 under 50).

DCU is now seeking to recruit a dynamic, innovative and experienced Business Systems Analyst to work as part of the Information Systems and Services Team providing ICT services to the University community.

**Post Summary:**

The successful candidate will play a key role in the maintenance and enhancement of the university's business services and will play a lead role in defining and implementing the new solutions and associated process improvements supporting DCU's Objectives in terms of Operational Excellences.

S/he will have strong leadership, customer-service, and communications skills. S/he will work with people at all levels across the University and linked colleges, and will be a key interface with other groups within the Information Systems and Services Department, and with external partners.

**Key tasks/responsibilities include:**

- Liaise with staff from schools/units/linked colleges across DCU, providing support and analysis skills.
- Support existing business solutions and processes.
- Working closely with management to prioritise business goals and information needs
- Interpreting a project and the client's requirements and evaluating all the options to identify potential solutions
- Examining existing business models and flows of data, discussing findings with the client, and evaluating system specifications for business requirements
- Designing and implementing the most efficient and cost-effective solutions
- Assisting in the development of, and migration to, new platforms.
- Develop and maintain quality procedures and documentation.
- Provide assistance in the general operations of ISS and undertake other tasks that may be assigned by management.
- Work closely with colleagues across ISS in the identification of opportunities for innovation and to maximise the effectiveness of ISS and the services it provides.

**Person Specification:**

## Qualifications:

- The ideal candidate must hold a primary degree (NQV Level 7) in Information Technology, Computer Science or a relevant area.

**Applicants must:**

- Have experience in the specification, procurement, and implementation of business solutions.
- Have a strong aptitude for process and solution evaluation and design.
- Have excellent analytical and project management skills.
- Have a good appreciation of information technologies, in particular: Relational database, internet technologies, workflow, process redesign, software development tools and technologies, systems' integration techniques.
- Have a strong customer focus and be results driven.
- Be a strong team player, with ability to work under pressure to deadlines and be self-motivated.
- Have strong interpersonal and communications skills, written and oral.

**Salary Scale:**

Analyst Programmer III €54,331 - €83,022  
€48,898 - €74,902\*

\*Applies to new entrants to the public sector after 01 January 2011

Appointment will be commensurate with qualifications and experience.

**Informal Enquiries to:**

Ian Bell, Manager, Business Systems and Applications.

Email: [ian.bell@dcu.ie](mailto:ian.bell@dcu.ie) Tel: 01 700 8396

**Closing date:** 2<sup>nd</sup> July 2014

Application forms are available at: <http://www.dcu.ie/hr/vacancies/current.shtml> and from the Human Resources Department, Dublin City University, Dublin 9. Tel: (01) 700 5149; Fax: (01) 700 5500  
Email: [hr.applications@dcu.ie](mailto:hr.applications@dcu.ie)

***Dublin City University is an equal opportunities employer***