



Applications are invited from suitably qualified candidates for the following position:

**Senior Business Analyst (2 posts)**  
**Student Information Systems Programme**  
**Office of Vice-president Academic Affairs (Registrar)**  
**2 Year Fixed-Term contract**

Dublin City University [www.dcu.ie](http://www.dcu.ie) is a young, ambitious and vibrant University, with a mission 'to transform lives and societies through education, research, innovation and engagement'. Known as Ireland's 'University of Enterprise and Transformation', it is committed to the development of talent, and the discovery and translation of knowledge that advances society and the economy. DCU is the Sunday Times Irish University of the Year 2021.

The University is based on three academic campuses in the Glasnevin-Drumcondra region of north Dublin. It currently has more than 18,000 students enrolled across five faculties – Science and Health, DCU Business School, Computing and Engineering, Humanities and Social Sciences and DCU Institute of Education. DCU is committed to excellence across all its activities. This is demonstrated by its world-class research initiatives, its cutting-edge approach to teaching and learning, its focus on creating a transformative student experience, and its positive social and economic impact. This exceptional commitment on the part of its staff and students has led to DCU's ranking among the top 2% of universities globally. It also consistently features in the world's Top 100 Young Universities (currently in QS Top 70 Under 50, Times Higher Top 150 Under 100).

DCU is placed 84th in the world, in the Times Higher Education University Impact Rankings – measuring higher education institutions' contributions towards the UN Sustainable Development Goals. Over the past decade, DCU has also been the leading Irish university in the area of technology transfer, as reflected by licensing of intellectual property.

### **Student Information Systems**

In the context of its five-year strategic plan, *Talent, Discovery and Transformation 2017-2022*, DCU is currently in the process of implementing a cloud-based Student Information System (SIS) to assist our objectives as a globally engaged university. The SIS Programme has a key role to play in the achievement of the University strategic goals, leveraging the affordances of digital technology and systems integration to enhance the experience of both students and staff, and facilitate operational excellence. The SIS project is being mobilised in the Office of the Vice-President Academic Affairs to deliver this transformational change.

### **Role Overview**

Working as part of the SIS Programme Team and reporting to the Design & Configuration Lead, the Senior Business Analysts will have general responsibilities to support the programme delivery and specific responsibilities relating to activities covered by the Business Design & Configuration Delivery Stream which is responsible for the functional design and configuration of the new SIS.

### **Duties and Responsibilities**

See job description for list of main duties and responsibilities.

### **Applicant Requirements**

#### **Essential**

- Applicants must possess a primary degree or equivalent (NFQ level 7), preferably in Information Technology, Computer Science or other relevant field.
- Minimum of 5 years' relevant experience which should include experience in the specification, procurement and implementation of business solutions, ideally, in a third level environment.
- The ability to lead and motivate colleagues, to exercise influence and judgement, and to challenge positively while working collaboratively with a variety of stakeholders at multiple levels is essential.
- A proven track record working on complex projects/business solution implementation preferably in a third level environment.
- A demonstrable aptitude for process and solution.
- A clear appreciation of information technologies, in particular, the following: relational databases, internet technologies, workflow, software development tools and technologies, and systems' integration techniques.
- Familiarity with the software development lifecycle, and an appreciation of enterprise architecture.
- Awareness of academic or other complex administrative processes and related supporting technology.
- Excellent interpersonal and communications skills (written and oral).
- Be a strong team player, with ability to work under pressure to deadlines and be self-motivated.

#### **Desirable**

- Experience in the use of and/or certification project management and/or process improvement methodologies such as Prince2, Six Sigma, Lean or Agile would be advantageous.

### **Mandatory Training**

The successful candidates will be required to undertake the following mandatory compliance training: Orientation, GDPR, and Compliance. Other training may need to be undertaken when required.

**Salary Scale:** \*€53,960 - €77,637 (Administrator I)

*\*Appointment will be commensurate with qualifications and experience and will be made on the appropriate point of the salary scales, in line with current Government pay policy.*

**Closing Date: Friday 24<sup>th</sup> September 2021**

**Informal Enquiries** may be addressed to Bernadette Dowling, Design & Configuration Delivery Stream Lead, Student Information System Programme; E-mail; [bernadette.dowling@dcu.ie](mailto:bernadette.dowling@dcu.ie) Please do not send applications to this email address; instead, apply as described below.

For more information on DCU and benefits visit: [Why work at DCU?](#)

**Application Procedure:** Application forms are available from the DCU Current Vacancies website at <https://www.dcu.ie/hr/vacancies/current.shtml>. Applications must be submitted by e-mail to [hr.applications@dcu.ie](mailto:hr.applications@dcu.ie)

Please clearly state the role that you are applying for in your application form and email subject line, **Ref #ST1501a Senior Business Analyst, SIS Programme.**

*Dublin City University is an equal opportunities employer.*

*In line with the Employment Equality Acts 1998 – 2015, the University is committed to equality of treatment for all those who engage with its recruitment, selection and appointment processes. The University's Athena SWAN Bronze Award signifies the University's commitment to promoting gender equality and addressing any gender pay gaps. Information on a range of University policies aimed at creating a supportive and flexible work environment are available in the [DCU Policy Starter Packs](#)*