

JOB DESCRIPTION



BUSINESS SYSTEMS ANALYST

The Business Systems Analyst is responsible for providing support for the Acumatica ERP platform. Includes reviewing assigned business processes, identifying, and addressing operational and technological risk and identifying opportunities to improve efficiency. Responsibilities will include a full range of activities from implementing, enhancing, and providing support to resolving issues associated with Acumatica ERP.

Essential Functions

- Work with end-users to identify and analyze business processes, requirements, issues, and opportunities to evaluate the potential of a technology solution.
- Support and align efforts to meet our business needs.
- Provide end-user training and support for Acumatica in a manufacturing and distribution environment to empower employees to use Acumatica features and functionality to increase efficiency.
- Develop dashboards, reports, integrations, automation schedules, and workflows to meet business requirements.
- Proficiency in maintaining and developing generic inquiries for complex data analysis and retrieval.
- Assist with managing Acumatica customizations including publishing, version management, and issue resolution.
- Develop and maintain import scenarios.
- Document technical processes and provide technical support.
- Develop and execute test plans to ensure system functionality.
- Create and maintain SQL queries and scripts.
- Logging and tracking Acumatica and other ERP application support tickets.
- Managing the testing and scheduling of Acumatica updates.
- Serve as a liaison between cross-functional departments/divisions to assist or gather business requirements needed for system modifications, enhancements, and implementations.

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Qualifications

- Strong expertise in Acumatica ERP platform administration, training, and support.
- Experience with third party add-ons specifically such as Avalara, shipping integrations, etc.
- Must be proficient in SQL, API integrations and Excel.
- Knowledge of Acumatica permissions.
- Strong problem-solving skills along with highly analytical/critical thinking mindset.
- Strong project management, ability to successfully manage multiple tasks at any given point, strong relationship building skills and communication skills.

Required Skills/Knowledge

- Bachelor's degree in computer science, IT (or related discipline) or equivalent professional experience.
- Must have must expert experience as an Acumatica functional lead with technical expertise.
- Must have experience working on projects as well as handling day-to-day operational requests from the business.
- Business Analysis Certification and Acumatica badges preferred but not necessary.
- Prefer experience in a distribution and/or manufacturing environment.

Equal Employment Opportunity

Equal Employment Opportunity and Affirmative Action employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, gender expression, marital status, age, national origin, disability status, protected veteran status, or any other characteristic protected by law. We are committed to building a diverse workforce and we actively encourage women, minorities, people with disabilities and veterans to apply.

- * We are only able to employ those legally authorized to work in the US. Thank you for submitting your application. Please note that only selected candidates will be contacted.
- * All selected candidates are subject to a pre-employment drug screen.
- * All qualified applicants will receive consideration for employment without regard for age, race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or status as a protected veteran.
- * For a complete list of career opportunities please visit inlineservices.com
- * Reasonable Accommodations may be made to enable individuals with disabilities to perform the essential functions.