

Position Description

Position	IT Business Requirements Consultant - Multiple senior and mid-level positions are anticipated for emerging contract opportunity
Position Description	<p>Assist end-users, business area managers, and functional proponents in eliciting, defining, consolidating, coordinating and prioritizing their business process and business information system requirements. Specific tasks include but are not limited to:</p> <ul style="list-style-type: none"> • Interview subject matter experts and articulate needs • Organize complex information into understandable subject areas • "Translate" business requirements into technical language and vice versa • Ensure stakeholder involvement at all levels of involvement • Draft clear and concise written documentation for users, technicians, and managers • Work successfully with multidisciplinary teams • Support business process reengineering projects, solution gap analysis, system conversion and change management activities • Participate in risk assessment and risk management • Participate in solution development and test reviews • Support deployment planning, readiness assessment, site activation and post implementation reviews <p>The successful candidate will perform work responsibilities in a lead or support role as assigned by the Project Manager, developing and reviewing work deliverables (primarily white papers, technical reports, and briefing presentation materials) in accordance with contract requirements, project schedules, and best industry practices.</p>
Desired Experience	<p>Minimum of 10 years relevant technical experience with Masters Degree in an IT specialty area. Documented contributions and demonstrated capabilities in professional IT management disciplines. Demonstrated experience in the following areas:</p> <ul style="list-style-type: none"> • IT system requirements development • IT system design, development and integration • IT system test and evaluation planning and execution • Software requirements analysis, design, integration, development, application and testing • System engineering, configuration management and life-cycle support planning and implementation <p>Direct experience on Veterans Health Administration (VHA) or other Federal agency health information systems is required. <u>Experience with current VHA appointment scheduling systems (VistA) and associated business processes is highly desired.</u></p>

Skills required for the position	Demonstrated ability to be a key member of a team of specialists involved in developing, integrating, deploying and sustaining complex IT business system and software application products. Demonstrated ability to assess and manage business requirements definition activities. Demonstrated ability to support incremental system implementation through all program/project lifecycle phases (e.g., requirements analysis and conceptual design, system development and testing, system deployment and training, and system operations and maintenance. Able to independently assess requirement-related issues and risks and provide cost-effective recommendations based on best practice or lesson-learned experience. Must possess strong organizational, project management, and teamwork skills. Must possess excellent oral and written communication skills, meeting facilitation skills, and competency using industry-accepted Requirement Management tools and Microsoft Office applications (MS Word, MS PowerPoint and Visio, MS Excel, MS Access, MS Project).
Education/Certification requirements.	MS Degree in Engineering, Information Technology, Computer Science, or other related field
Work Location	Various, Washington DC Metropolitan Area
Start date	Start date contingent on contract award during FY2010.
U.S. citizen / Perm Resident	U. S. Citizen
Security Clearance Level	DoD Secret and/or IT III
Salary range (once a permanent employee)	Negotiable and dependent upon range and depth of experience
Contact	KSJ & Associates, Inc.: Michele Marks, 703-824-7709, mmarks@ksj.us