

Technical Design & Implementation Analyst



Curtin University

POSITION NUMBER	3545761	SCHOOL/AREA	Financial Operations, Financial Services	
CLASSIFICATION	G08	FACULTY	Corporate Services	
LINE MANAGER	Manager, Finance Business Improvement		POSITION NUMBER	3545728
PURPOSE OF POSITION				
<p>The Technical Design & Implementation Analyst is responsible for the current detailed design and configuration of all financial systems managed by Financial Services.</p> <p>The incumbent designs, develops and supports extensions and customisations for Technology One Financials and associated applications and works closely with the Business Solution Designer, the Business Analyst, Curtin Information Technology Services (CITS) and external vendors to validate and deploy technology solutions to support business changes.</p>				
KEY RESPONSIBILITIES AND ACCOUNTABILITIES				
<ul style="list-style-type: none">• Manage financial applications ensuring all applications continue to operation effectively with integrity and consistency.• Work collaboratively with team members and provide technical advice and guidance to ensure the implementation of technology enabled business solutions.• Analyse business solution requirements and design and document required detailed technical specifications.• Liaise with internal IT professionals and external technical resources to implement technical solutions.• Prepare test cases and in conjunction with the Business Analyst, coordinate user testing to ensure the successful implementation of new system functionality.• Identify and provide training to the team as necessary.• Provide initial fault diagnosis and liaise with CITS and other stakeholders as required.• Perform backup and data migration activities.• Undertake platforms upgrade management and implementation in collaboration with CITS and other technology partners.• Perform platform maintenance activity coordination and requirements input to CITS.• Support CITS as needed with systems performance monitoring, maintenance and upgrades.• Undertake other activities, which the incumbent might reasonably be expected to do, and which are consistent with the accountabilities and responsibilities as listed above.				
KEY PEOPLE INTERACTIONS				
<ul style="list-style-type: none">• Manager, Business Improvement• Other staff within the team		<ul style="list-style-type: none">• Curtin IT Services staff• External vendors		
POSITION/ORGANISATIONAL UNIT DIMENSIONS				
<p>For more information about Financial Services see: http://finance.curtin.edu.au/</p> <p>Organisational Chart (attached)</p>				
CRITERIA				
Qualifications	<ul style="list-style-type: none">• A degree in information communication technology with extensive relevant experience or an equivalent combination of relevant experience and/or education/training.			
Knowledge, Experience and Skills	<ul style="list-style-type: none">• Demonstrated understanding of corporate financial information systems and experience implementing and supporting technical based solutions for business improvement initiatives.• Demonstrated understanding and experience in SQL performance tuning.• Comprehensive knowledge of systems’ integration techniques.• Comprehensive knowledge of system development lifecycle management and testing.• Comprehensive knowledge of ICT system deployment and management.• Demonstrated knowledge of ICT project management methodologies.• Demonstrated interpersonal and communication skills with proven ability to work collaboratively and effectively with others in a team environment as well as liaise professionally with multiple stakeholders.			
Desirable	<ul style="list-style-type: none">• Previous relevant experience in Technology One Financials application.			
UNIVERSITY VALUES				

All staff must commit to and uphold Curtin's Values which are:

- Integrity – to act ethically, honestly and with fairness
- Respect – to listen, value and acknowledge
- Courage – to lead, take responsibility and question
- Excellence – to strive for excellence and distinction
- Impact – to empower, enable and inspire

For more information please visit <http://www.curtin.edu.au/livingourvalues/>

COMPLIANCY & LEGISLATIVE REQUIREMENTS

Occupational Safety and Health

All supervising staff are required to undertake effective health and safety measures to ensure compliance with the Occupational Safety and Health Act 1984 and related legislative requirements.

All staff must comply with requirements of the Occupational Safety and Health Act and all reasonable directives given in relation to health and safety at work, to ensure compliance with University and Legislative health and safety requirements.

Ethics Equity and Social Justice

All staff are responsible for informing themselves of their obligations and responsibilities in relation to Ethics, Equity and Social Justice. In particular, all staff must demonstrate appropriate and professional workplace behaviours in accordance with the University's Values and Code of Conduct.

Staff must familiarise themselves and comply with all other University policies and procedures and legislation relevant to the position.

ENDORSEMENT

I certify that the information contained in this document is a true and accurate depiction of the requirements of the position

Manager		Human Resources Registered	
Manager Signature		Date Registered	
Date		Document Last Updated	March 2016