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Massachusetts

MassCareers Job Opportunities

Job Description

Asset Database Manager (Edp Systems Analyst II) - (2100027Y) Description

The Department of Conservation and Recreation manages one of the largest and most diverse state parks systems in the nation and protects and enhances natural resources and outdoor recreational opportunities throughout Massachusetts. DCR is a dynamic agency, and is one of the largest park systems in the nation. The DCR system includes over 450,000 acres of parks, forests, water supply protection lands, beaches, lakes, ponds, playgrounds, swimming pools, skating rinks, golf courses, trails and parkways.

The Department of Conservation and Recreation is seeking qualified candidates for the position of EDP Systems Analyst II.

The EDP Systems Analyst II plays a lead role in the DCR IT asset management implementation. Working as part of the Asset Management Modernization Program Team, the analyst will apply current business processes, collaborate with team members and cross-agency teams, and institute more efficient methods when possible.

The Systems Analyst is responsible for managing and implementing DCR's asset management system, IBM's Tririga. Referred to as CAMIS, Tririga is a SaaS relational database that DCR is implementing statewide while expanding asset integration and system use.

This includes working with the business experts to facilitate, gather, document and track project requirements. The Systems Analyst works at the highest level of most phases of information systems analysis while considering the business implications of the application of technology to the current and future environment.

Duties include: collaborate with the current contract business analyst and other agency experts to develop technical standards to meet the needs of the Agency; ensure systems analysis procedures and practices are identified and implemented; provide leadership in the development of business requirements in support of the strategic plan; promote the utilization of technical services to resolve business problems; help manage customer service requests; and provide interpretation of system requirements to non-IT staff.

This position requires someone who can understand both the big picture and detailed requirements and act as the lead contact for explanation, questions and issue resolution. The Systems Analyst should be able to understand how the requirements map to the technical solution and ensure the scope and requirements of projects are met through the implementation.

DCR's Asset Management Modernization Program (AMMP) is a small team with specialized skills that the agency relies upon for modern solutions to a variety of problems that may include use of new technology, workflow evaluations, infrastructure queries, or other recommendations to apply solutions. We are looking for someone with the skill to manage the database, creativity in problem solving, growth mindset/drive to keep learning, and a collaborative team member to complement our diverse team.

Responsibilities:

- Implementation of cloud-based asset management relational database
- Collaborate with program team and interagency subject matter experts to implement the asset management system statewide
- Understand CAMIS system configurations, apply functional improvements, and communicate changes at technical and non-IT levels
- Gathers business requirements through a variety of techniques (e.g. work sessions and interviews)
- Clarify and elaborate requirements when they are ambiguous, change, or conflict with other business requirements
- Review system design approaches to ensure they fully meet the business requirements
- Write use cases, business rules, and other artifacts such as user guides and activity flow diagrams to effectively articulate and represent business processes, desired outcomes, and requirements
- Produce key documents both in written and presentation format
- Problem solving exceling in the ability to keep many driving factors and requirements in focus
- Ability to work in a fast-paced dynamic environment
- Strong communication and documentation skills (written and verbal), with the ability to communicate technical material to a general audience
- Comfortable and skilled interacting at executive and junior levels
- Consistent attention to detail
- High degree of professionalism

Key Skills

- Experience designing and implementing relational database systems for use across multiple authority levels within an

organization.

- Experience managing relational SaaS database system.
- Experience supporting a software implementation plan.
- MS Office 365
- Team-player that can also work independently

Highly Desirable Experience

- IBM Tririga software at the Admin level
- Managing facility data
- Quality Assurance/Quality Compliance
- Application Development (Access, other)
- Performance Reports
- Continuous Improvement
- Familiar with Tririga O&M Module
- Familiar with Tririga DM Module
- Asana Project Management
- Project Management
- Work Process Mapping
- BIRT Report Writing, Queries & Analytics

Qualifications

First consideration will be given to those applicants that apply within the first 14 days.

Minimum Entrance Requirements:

Applicants must have at least (A) three years of full-time, or equivalent part-time, professional experience in electronic data processing, of which (B) at least one year must have been in work in which the major duties included computer systems analysis, or (C) any equivalent combination of the required experience and the substitutions below.

SUBSTITUTIONS:

I. An Associate's degree with a major in the field of data processing or computer programming may be substituted for a maximum of one year of the required (A) experience.*

II. A Bachelor's or higher degree with a major in the field of data processing or computer and/or information science may be substituted for a maximum of two years of the required (A) experience.*

III. A diploma for completion of a two year full-time, or equivalent part-time, program in a recognized non-degree granting business or vocational/technical school above the high school level with a major in the field of computer programming may be substituted for a maximum of one year of the required (A) experience.*

IV. An official transcript from a recognized business or vocational/technical school as evidence of completion of a program consisting of at least 650 hours of instruction in the field of computer programming may be substituted for a maximum of one year of the required (A) experience.

V. Graduation from the data processing course of a recognized vocational/technical high school may be substituted for a maximum of

one year of the required (A) experience.

*Education toward such a degree or diploma will be prorated on the basis of the proportion of the requirements actually completed.

NOTE: No substitution will be allowed for the one year of the required (B) experience.

Special Requirements: None

An Equal Opportunity / Affirmative Action Employer. Females, minorities, veterans, and persons with disabilities are strongly encouraged to apply.

Official Title: Edp Systems Analyst II

Primary Location United States-Massachusetts-Boston - 251 Causeway Street

Job Information Systems and Technology

Agency Department of Conservation & Recreation

Schedule Full-time

Shift Day

Posting Date Mar 23, 2021

Number of Openings 1

Salary 58,390.54 - 83,591.56 Yearly

If you have Diversity, Affirmative Action or Equal Employment Opportunity questions or need a Reasonable Accommodation, please contact Diversity

Officer / ADA Coordinator: Melixza G. Esenyie,

Melixza.Esenyie2@mass.gov - 6178723270

Bargaining Unit: 06-NAGE - Professional Admin.

Confidential: No