6 Experience

1. **A minimum of 5 years of Business Process Analysis and systems analysis is required.**
2. **Proficiency in process mapping/modeling with tools such as Visio is required.**
3. **Proficiency in Microsoft Office Suite, particularly Excel, Word, PowerPoint, required.**
4. **Proficiency in writing SQL Queries and performing Data Analysis is required.**
5. **Experience working with Microsoft DevOps is highly desired.**
6. **Technical Experience (programming or operations) working in IBM Mainframe, Distributed, and Cloud computing environments is highly desired.**
7. **Knowledge of Rules 60GG-1 – 60GG-5, Florida Administrative Code, is desired.**
8. **Knowledge of data migration is desired.**
9. **Knowledge of change and release management is desired.**
10. **Knowledge of testing and quality assurance tools and techniques is desired.**
11. **Preference will be given to candidates with agile project experience and use of Azure DevOps to manage user requirements and backlogs.**

7 Primary Job Duties/ Tasks

The activities the candidate will be tasked with include, but are not limited to the following:

1. Research and understand FDOT business processes and their inter-relationships.
2. Document and diagram business and system processes and dependencies between them.
3. Research and document impacts on agency business systems in relation to the PALM implementation.
4. Facilitate joint analysis workshops with the business units.
5. Gather and document business and technical requirements as user stories in Azure DevOps and other tools.
6. Manage backlog and work items using Azure DevOps.
7. Coordinate with Development and QA teams.
8. Develop Test Plans and Test Cases.
9. Coordinate testing and quality assurance efforts.
10. Perform oversight reviews of deliverables for compliance with department standards.