JOB POSTING
Information Technology/ Software Development Services
IT Business Analysis Quality Team Lead
Systems Analyst VI
$93,852- $101,000.04 annually
$7,821- $8,416.67 monthly

Posting No: 0608-22   **Opening Date: 06/16/22**

Closing Date at 5 PM: UNTIL FILLED

Group: B26
Position: TBD

Job Description

The Information Technology (IT) Business Analysis Quality Team Lead is selected by and responsible to the Software Development Services Manager and performs highly advanced computer systems analysis work. Work involves using computer technology effectively and efficiently by devising new ways to improve functionality of existing systems, databases or networks and implementing new systems. The IT Business Analysis Quality Team Lead works closely with IT staff and users to oversee the planning and analysis of system requirements, procedures to develop, implement, and test solutions to complex applications problems, perform systems management and integration, improve existing systems, and review system capabilities and workflow, to include the efficient and effective storage, retrieval, customization, and archiving of data. Will oversee the analysis of user requirements, project estimates, detailed design, coding, and testing of approved solutions. Will supervise the work of others. The IT Business Analysis Quality Team Lead works under minimal supervision with extensive latitude for the use of initiative and independent judgment and performs related duties as assigned, including participating in extensive opportunities to acquire additional skills in support of IT needs. Occasional weekend and evening or on-call work may be required. Minimal travel may be required.

Essential Duties

- Oversees and/or plans, designs, develops, implements, supports, and maintains the information technology security measures to safeguard agency information.
- Conducts studies and prepares reports that include study findings, recommendations, and instructions for proposed system implementations; formulates logical descriptions of problems; and devises and implements optimum solutions.
- Oversees projects that cross functional agency systems and other state entities that require coordinating, planning, and scheduling and managing throughout the project management lifecycle and software development lifecycle.
- Oversees and/or trains staff prior to the implementation of technical and/or computer systems and offers advice and guidance during the implementation process.
- Participates in the development and execution of enterprise-level strategies and technical direction, including establishing processes and procedures for executing and maintaining technology road maps.
- Coordinates with users to identify system requirements, develop functional design specifications to meet requirements, and solve complex operational problems.
- Coordinates and/or tests and diagnoses systems to ensure critical requirements are met.
- Develops and implements strategic planning actions and policy decisions related to the agency's systems and makes recommendations concerning the direction of the agency's computer and management information systems.
- Coordinates with EPMO to plan and schedule studies and system implementations.
- Supervises, plan and/or assigns the work of others.
- Complies with division and/or agency training as required.
- Demonstrates a spirit of teamwork, offering positive and constructive ideas, encouragement, and support to other members of the staff and team, while upholding the Agency's core values.
- Keeps management appropriately informed of ongoing activities and critical matters affecting the operations and well-being of the applications, systems, and the Department.
- Adheres to all Department procedures and personnel policies and performs other related work as assigned and required to maintain Division operation.

Minimum Requirements

Four (4) years of experience in IT system analysis and design work and (2) years of experience in the development and/or maintenance of an electronic licensing or similar system is required. The experience requirements may run concurrently. Graduation from an accredited four-year college or university with major course work in computer science, computer information systems, management information systems, or a related field is generally preferred.

Strongly preferred experience in/with:
- Managing the work of others
- Coordinating projects across divisions and/or involving one or more state agencies
- Design, development, testing, and implementation of IT solutions
- Structured Query Language
- Certified Business Analysis Professional (CBAP) Certification
- Microsoft Project, Jira, MS Planner or other project task tracking software

Preferred experience in/with:
- Training others in the use of new or updated system design
- Project leadership
- Graduation from an accredited college or university with major course work in computer science, computer information systems, or management information systems or related
- Testing procedures and Quality standards

Experience that is helpful:
- Microsoft Windows C# application development
- Team Foundation Server (TFS) administration or use TFS/non-TFS application life cycle tools
- GoAnywhere Managed File Transfer (MFT) administration or use
- Application security vulnerability assessment
- Windows Server operating system permissions
- Working with an Active Directory environment

Veterans, Reservists or Guardsmen with an MOS or additional duties that fall in the fields of 25B Information Technology Specialist, CT Cryptologic Technician, 0671 Data Systems Administrator, 3D0X2 Cyber Systems Operations or other related fields pertaining to the minimum experience requirements may meet the minimum qualifications for this position and are highly encouraged to apply.
Additional Military Crosswalk information can be accessed at:
https://hr.sao.texas.gov/Compensation/MilitaryCrosswalk/MOSC_InformationTechnology.pdf

Remarks

The successful candidate will have: Knowledge of the limitations and capabilities of computer systems, the techniques used in the design of non-automated systems, information technology equipment, applicable programming languages, computer hardware and software, computer operating systems, writing program code, and automated mapping. Knowledge of effective leadership principles; of software development and programming in a regulatory and/or licensing environment; and of TDLR's strategic initiatives and core priorities. Knowledge of TDLR's Core Values and the ability to apply them daily. Skill in the use of computer equipment and in modifying programs for computer applications. Skill in coordinating and solving problems; developing or revising program code; scheduling, testing, installing, and implementing programs; and troubleshooting computer systems. Ability to analyze systems and procedures, to write and revise standards and procedures, and, to manage multiple tasks. Ability to effectively lead a technically creative and culturally diverse team; to lead, inspire and innovate; and, to create positive and effective teams. Ability to effectively resolve conflict and broker collaboration; to communicate effectively; to work effectively with all staff; and, to supervise the work of others.

Applications may be downloaded from TDLR's website https://www.tdlr.texas.gov/employ.htm.
E-mail or fax applications to: TDLR, Human Resources Office, Austin Texas 78711, Fax (512) 475-3377.
E-mail Human.Resources@tdlr.texas.gov. **Resumes will not be accepted in lieu of State Applications. Applications not completely filled out may be rejected. Only typed applications will be considered.**