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| **MINIMUM QUALIFICATIONS** | | | |
| **SKILL** | **NUMBER OF YEARS** | **DESCRIPTION OF EXPERIENCE** | **LAST YEAR USED** |
| Must have a minimum of five (5) year’ experience in project work in technical writing to include: development of business requirements, technical requirements, detailed analysis and design documents | 7 years | Analyzing business requirements and assimilated them into use cases, diagrams and process flows.Created Requirements Document, Functional Specification and Design, System Integration Synopsis, Cost Benefit Analysis and Training Materials | 2016 |
| Must have (5 ) years’ experience in project work in the BPR arena; at least three (3) years of said experience must have been at a high level both technically and in measure of responsibility | 7 years | Experience in analyzing Business Requirements Documents (BRD), Functional Requirement Documents (FRD) and propose changes as per various internal and external requirements gathered for process improvement | 2016 |
| Must have a minimum of five (5) years’ experience in project work in facilitating requirements, analysis and design, and Joint Application Design (JAD) sessions | 6years | Gathered business requirements through various processes like Requirements workshop, user interview, business meeting, JAD sessions, JAR session, conduct focus groups. | 2015 |
| Must have experience in the analysis, design, development, and implementation of business process and organization models | 6years | Experienced in conducting requirement analysis, use case design, designing test plans and developed database schemas based on the logical models. | 2015 |
| Must provide services developing, updating, and/or maintaining technical documents (program specs, system documentation, standards, procedure manuals, conversion of existing documentation) and user manuals | 7years | Built online knowledge base, application user manual, interface document, and other training materials. | 2016 |
| Must have experience in the analysis, design, development, installation, implementation, and/or technical support duties with data processing systems | 6 years | Worked on Inter plan teleprocessing system in claims. | 2015 |

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| **DESIRED QUALIFICATIONS** | | | |
| **SKILL** | **NUMBER OF YEARS** | **DESCRIPTION OF EXPERIENCE** | **LAST YEAR USED** |
| Knowledge of CalPERS Business including Retirement, Health and Financials | 5 years experience with Retirement and Healthcare Insurance Industry | Worked at Retirement System of Texas. Led the implementation processes for automating PeopleSoft access requests. Worked with Nationwide insurance as a BA on the eBix and Affirm order entry platform | 2016 |
| Excellent analytical, interpersonal, writing, research, and personal computer skills | 7years | Strong business analytical skills and core functional and technical skills. | 2016 |
| Complete understanding of the System Development Life Cycle (SDLC) is highly desirable | 7 years | Strong business analysis skills and an understanding of the Software Development Life Cycle (SDLC) utilizing Rational Unified Process (RUP), Agile: XP, Scrum. | 2016 |
| Knowledge of data processing concepts and current industry trends and ability to apply that knowledge to evaluating business processes for critical IT efforts | 7 years | Have working knowledge on data processing system. Worked with workflow and BOMN templates to create process flows and depict Gap Analysis | 2016 |
| Knowledge of project management practices and principles | 7 years | Strong knowledge of Project management practice and principles like Scope management plans, Risk management plans, Traceability matrix and Stakeholder management. | 2016 |
| Basic skills in data, performing queries, looking for patterns in data, data modeling, designing reports and locating test data | 7years | Developed database schemas based on the logical models, knowledge on SQL queries; Worked with Database Architects in redesigning the Database Schema’s. | 2015 |
| Strong facilitation skills, able to synthesize key points/issues and present to stakeholders | 7years | Served as a liaison between business and technical stakeholders; Conducted multiple JAD sessions; focus groupd and interviews with stakeholders; Used tools like Tableau to make reports and graphical dashboards for presenting to the business/ stakeholders. | 2016 |