The Business Systems Analyst II is responsible for supporting, maintaining and enhancing our global Workday applications:

Workday Payroll - USA and Canadian

Workday Time Tracking

Workday Absence/Time Off

You will work with the business, technical staff and vendors to assess business requirements and processes and align them with appropriate technology solutions that result in improved functionality, process efficiency and accuracy.

The role will support all aspects of delivery inclusive of planning, analysis, requirements, design, configuration, testing, deployment and support.

ESSENTIAL FUNCTIONS:

Establish and maintain product and business expertise of assigned Workday areas

Leverage expertise to gather and analyze information from multiple sources to provide recommendations to address business objectives and resolve issues

Lead requirements definition and documentation by working directly with business partners

Work with technical staff and vendors to ensure that the technical components of solutions are understood and properly accounted for (e.g. integrations, extensions, etc.) w/in the overall solution

Perform design and configuration efforts related to enterprise applications

Lead or support the preparation and execution of testing efforts

Support deployment and migration efforts

Perform ongoing system administration and support for assigned enterprise systems

Represents the team as an expert source in communications with IT, training, reporting, leadership, vendors, etc.

TYPICAL EDUCATION AND EXPERIENCE:

4+ years of experience gathering functional requirements, preparing documentation, configuring applications and providing system support of large ERP applications (Workday, Ceridian, SuccessFactors, Oracle, UKG, ADP,etc)

2+ years of Workday experience with implementing and supporting one or more of the following areas is required: Workday Payroll, Workday Time Tracking and/or Workday Absence (Time Off). Please DO NOT apply if you do not have this.

Expert, or near expert, knowledge of US Multi State payroll (any provider) - Required

Knowledge of Canadian Payroll preferred

Experience with multi-national organizations and systems preferred

Working knowledge of various System Development Life Cycle methodologies (e.g. agile, iterative, waterfall, etc.)

Strong analytical and problem-solving skills

Strong organizational and time management skills.

Exceptional verbal and written communication skills.

An ability to establish and maintain strong customer relationships

Familiarity with project management processes and concepts.

Thorough knowledge of and demonstrated skills in use of software such as MS Word, Excel, PowerPoint, Visio, Smartsheets, etc.

Proficient in Workday Report Writing or similar tool.

The hiring company values a healthy work/life balance and team culture. You would be joining a large team with opportunities for advancement and skill growth.

Company has a solid benefits package to go along with salary.

Any offer of employment is contingent upon the successful completion of a background check.

If you do not have 2+ years of Workday experience and you apply, please understand that we will not be contacting you.

The first step in the hire process will be an on-camera interview to discuss your specific Workday skills.

This is direct hire only. W-2 only. No C2C or contract work. No exceptions.

Salary Range - $105,000 to $120,000 depending on locations and qualifications.