



Results Beyond Your Expectations

**EQUAL OPPORTUNITY EMPLOYER**

1100 15<sup>th</sup> Street, NW • Suite 300  
Washington, DC 20005  
Phone (202) 728-7190 • Fax (202) 728-7198  
Web [www.enlightened.com](http://www.enlightened.com)

## **Senior Business / System Analyst**

Located in downtown Washington, DC, we have been recognized for our outstanding performance. Inc. 500 ranked Enlightened as the 264th fastest growing IT Consulting Company in 2004. In 2005, the Washington DC Chamber of Commerce named Enlightened as the Best Small Business in Washington DC. This year, Enlightened, as part of the Inner City 100, celebrated being one of America's fast growing companies in an urban area.

We need a highly motivated and experienced business / system analyst to contribute to our clients' success. The candidate will participate in the identification of IT objectives, development of strategies and tactical plans to support the objectives. The ideal candidate will possess solid technical and non-technical skills.

### **Job Purpose:**

Gather and analyze business needs, technical capabilities and develop strategies to bridge the gap.

### **Duties:**

- Analyze new technologies
- Facilitate Joint Analysis and Design (JAD) sessions, as required
- Perform assessments and produce analyses
- Assist in the preparation of project plans and schedules for the project
- Assist customer in developing strategic, operational and tactical plans
- Communicate regularly with internal and external customer, as appropriate, in order to ensure the delivery of high quality service
- Meets information standards by following production, productivity, quality, customer-service standards and identifying work process improvements
- Verifies results by obtaining client approval.
- Updates job knowledge by participating in educational opportunities; reading professional publications; maintaining personal networks; participating in professional organizations.
- Accomplishes information systems and organization mission by completing related results as needed.
- Assist with financial records and tasks
- Familiarity with Enterprise Architecture
- Familiarity with CMMI



Results Beyond Your Expectations

**EQUAL OPPORTUNITY EMPLOYER**

1100 15<sup>th</sup> Street, NW • Suite 300

Washington, DC 20005

Phone (202) 728-7190 • Fax (202) 728-7198

Web [www.enlightened.com](http://www.enlightened.com)

---

**Skills/Qualifications:**

- DFDs, ERDs, Data Modeling, System Architecture Diagrams
- Proficient with Microsoft Office, Project, and Visio (or other modeling tool)
- Master's Degree in Information Systems or related field
- 5+ years of analyst experience
- Strong oral and written skills
- Pluses: COBIT, PMP Certification, Veteran