



MULCAHY COMPANY

JOB DESCRIPTION

JOB TITLE: Business Systems Analyst **EMPLOYMENT STATUS:** Exempt
DEPARTMENT: IT **REPORTS TO:** IT Manager

JOB SUMMARY:

As a Business Systems Analyst for Mulcahy Company, you'll have the ability to make a difference and lasting impact through the implementations and maintenance of key systems that support our front-end and back-end operations of the business. Opportunities to do challenging work and to work in a dynamic and collaborative team.

RESPONSIBILITIES:

- Collaborate with cross-functional teams: key stakeholders, IT (both internal and external partners), and/or Factories to solicit and analyze requirements
- Document technical and business requirements to support project initiatives
- Perform data analysis & data mining activities to support SQL development needs
- Support CRM program in administrator capacity for new and existing projects
- Help support existing Microsoft 365/Dynamics environments & other proprietary tools
- Contribute to requirements prioritization to drive our business objectives
- Provide planning, writing, executing and support during various cycles of testing

REQUIRED SKILLS:

- Strong written and verbal communication skills for technical and non-technical audiences, both as a leader and team member
- SQL analytics experience: data analysis and data manipulation skills
- Builds relationships with internal and external partners
- Adapts to changing business needs, conditions, and work responsibilities
- Prioritizes tasks, delegate to others as appropriate, and strives to meet project timelines
- Strong attention to detail and a continuous improvement mindset

PREFERRED SKILLS:

- Previous Agile project experience
- Transact SQL development experience in Microsoft Azure and/or SSMS 2012 or higher
- Report development experience in Power BI and/or other applicable platforms
- Familiarity of the commercial HVAC / Manufacturer's Representative industry
- Experience supporting SaaS based applications

EDUCATION & BASIC REQUIREMENTS:

- Bachelor's degree in IS, MIS or similar field
- 2+ years of relevant experience as a Business Analyst
- Working knowledge of Microsoft Dynamics 365 and Business Central Premium a plus

MULCAHY COMPANY
2700 Blue Water Road, #100
Eagan, Minnesota 55121

T: 651-686-8580
F: 651-686-8588
W: mulcahyco.com

