

## Job Description

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|----------------------|-----------------------------------------------------------|
| <b>Job Title:</b>    | Software Analyst                                          |
| <b>Department:</b>   | Software                                                  |
| <b>Reporting To:</b> | Head of Software Department                               |
| <b>Location:</b>     | Dublin, Citywest                                          |
| <b>Role:</b>         | Permanent – subject to passing a 6-month probation period |

## Job Purpose:

The Software Analyst role is to study the software application domain, prepares software requirements and specification documents and acts as the seam between project department/the software users and the software developers.

They are the ones who will lead efforts to translate the Business Requirements, delivered by the project department into system specifications for the software team.

Part of the role is also to provide instructions to developers and testers and ensure that the overall user experience is also considered when delivering new solutions and services.

## Responsibilities:

- Ensure the correct definition, design and interpretation of technical architecture artefacts taken from user/business requirements or in direct discussion with the business/customers, to create a specification to meet the clients' needs; and to keep these up-to-date.
- Support the Products Leads by producing software specification that adhere to architectural roadmap, in the translation of this plan into working code; and to keep these up-to-date.
- Responsible for educating and communicating the appropriate frameworks, standards and approach to be adopted in the solutions to be delivered by the Software department.
- Ensure that detailed specifications delivered adhere to solution architecture design and are traceable supporting the testers on the elaboration of the test cases.
- Leads efforts to reengineer and optimize legacy systems by assessing business needs and developing, proposing and implementing technology solution options; and keep these up-to-date.
- Take ownership of the detailed technical review of software characteristics and specification across TDS products. Leads, identifies, designs, and communicate a document or a plan that adjust the business requirements into functional requirements that developers, testers and clients can understand.

- Support the roadmap of the products by developing a holistic architecture strategy, in agreement with the Product Leads, for the new features to be delivered in the versions.
- Review, analyse and document a large existing base of installed systems, interfaces and business processes as required by the sales team to ensure smooth upgrade paths for existing clients. Produce system diagrams for client understanding of proposed upgrade works.
- Work with the sales team to support the delivery of accurate quotes for new proposals, ensuring all software components have been included to maximise chargeability for the software department.
- Assist all departments in day to day activities, as related to software design, functionality and internal business procedures.

### **Requirements:**

- Should have at least 2-3 years' previous experience in software acting as a Software Analyst. Deep understanding of the enterprise software space.
- 3rd level qualification – Computer Science or Information Management degree or equivalent experience in the field.
- Strong documentation skills. Ability to develop and maintain business and technical documentation.
- Handle and protect confidential and sensitive data with integrity.
- Good technical knowledge on web applications, databases and SQL.
- Knowledge in JavaScript is desired (and a huge plus!).
- Excellent interpersonal, communication, persuasion, presentation and writing skills. Ability to communicate well with all levels of staff, both internally and externally.
- Ability to prioritize and manage multiple tasks.
- Ability to work on their own or as part of a team.

### **Competencies and Skills:**

- Organisational Skills
- Analytical Skills
- Consulting Skills
- Customer Success
- Communication
- Negotiation
- Software Development
- Creative Problem Solving
- Software Analyst
- Information Technology & Service
- Web Applications