



**NEW YORK CITY FIRE DEPARTMENT
JOB VACANCY NOTICE**

CIVIL SERVICE TITLE Computer Associate SW, L-II	Title Code # 13631
OFFICE TITLE Business Analyst	SALARY \$64,807 - Minimum salary for full-time employees with less than 2 years of City Service \$74,528 - Minimum salary for full-time employees with more than 2 years of City Service
BUREAU/DIVISION/UNIT Technology Development & Systems/CBIDAS Group	LOCATION 9 MetroTech Center, Brooklyn, New York

JOB DESCRIPTION

The Business Analyst is a member of the Business Analysis team for FIRES (Accela/FPIMS replacement system). Under the direction of the Lead Business Analyst, the Business Analysis Team will assess and document business processes, analyze data and participate in system design and development activities for the Bureau of Fire Prevention (BFP), Revenue Management, and Legal Enforcement units; define functional requirements for a new inspection and revenue tracking system; will work with end-users to analyze and document business processes; outline functional requirements; work with developers to define system functions; perform data analyses, data cleansing and data conversion activities; work with developers and testers to ensure functional requirements are met.

QUALIFICATION REQUIREMENTS:

1. A baccalaureate degree from an accredited college, including or supplemented by 24 semester credits in computer science or a related computer field and two years of satisfactory full-time computer software experience in computer systems development and analysis, applications programming, database administration, systems programming, data communications, including one year in a project leader capacity or as a major contributor on a complex project; or
2. A four-year high school diploma or its educational equivalent and six years of satisfactory full-time computer software experience as described in "1" above, including one year in a project leader capacity or as a major contributor on a complex project; or
3. Education and/or experience equivalent to "1" or "2" above. College education may be substituted for up to two years of the required experience in "2" above on the basis that 60 semester credits from an accredited college is equated to one year of experience. A master's degree in computer science or a related computer field may be substituted for one year of the required experience in "1" or "2" above. However, all candidates must have at least a four-year high school diploma or its educational equivalent and at least one year of satisfactory full-time experience in a project leader capacity or as a major contributor on a complex project.

PREFERRED SKILLS:

Two or more years of experience working with system end-users and system developers to define functional requirements for system design. 2 years working with SQL. Experience with Oracle databases. Strong data analysis experience. Experience working within project teams including technical, business, and management staff. Strong verbal and written communication skills. Good working knowledge with Microsoft Office Products including Word, Project, Power Point, Excel, and Visio.

TO APPLY:

CITY EMPLOYEES MUST APPLY VIA EMPLOYEE SELF SERVICE (NYC.GOV/ESS). REFER TO JOB ID # 219414.

DATED: October 26, 2015

***POST UNTIL*: November 5, 2015**

"FDNY is ranked as the top place to work among gov't agencies; and 17th overall among 500 employers among large U.S. companies, nonprofits, gov't agencies, and U.S. divisions of multi-national."

*-Forbes magazine, on "America's Best Employers 2015"
The Fire Department is an Equal Opportunity Employer.*