



## Applications Support Analyst

<b>Education</b>	Bachelors Degree or relevant experience may be substituted for degree
<b>Experience</b>	1-3 years
<b>Citizenship Requirement</b>	US Citizen
<b>Clearance Required</b>	Secret
<b>Location</b>	Edgewood, MD

### **Job Responsibilities:**

- Develop ad-hoc queries and reports
- Design, develop and support program metrics and measures for status reports and balance scorecard approaches
- Service as subject matter expert to develop database queries and data warehouse reports(Toad or Cognos)
- Compile, Review, and Report toplevel data for the following systems
  - Installation Status Report-Services (ISR-S)
  - Public Health Management System (PHMS) - Industrial Hygiene Program Status Report (IHPSR)
  - AMEDD Command Management System (CMS)
  - Office of Management & Budget (OMB) DoDDI metrics
  - Strategic Management System (SMS) OH Balance Scorecard metrics
- Develop, report, and support metrics to track performance of Occupational Health (OH) Services
- Quality assure data through systematic analysis of captured Army work processes in DOEHRS-IH
- Develop, format, and maintain reports beyond DOEHRS-IH capabilities
- Defines system objectives and design specifications
- Analyzes and revises existing system logic difficulties and documentation to enhance system efficiency
- Assesses existing systems and recommends improvements
- Participate and facilitate requirement gathering sessions
- Participate in testing efforts
- Elicit and verify system and interface requirements
- Verify system functionality
- Review and submit system change requests, system incident reports, and data maintenance requests



- Conduct DOEHRS and Metric training (in class, webinar, teleconferences)
- Onsite visits to users
- Troubleshoot and address user inquiries and requests
- Participate in tri-service training sessions
- Serve as a technical and system subject matter expert
- Train and present system functionality
- Represent system supporting group

### **Skills Required:**

- Defense Connect Online (DCO)
- AKO (Sharing files)
- Remedy
- Sharepoint
- DOEHRS Development Portal
- Remedy
- ArcGIS 9
- DOEHRS Demo and Test
- Defense Occupational and Environmental Health Readiness System (DOEHRS)
- Oracle Discoverer Plus
- Oracle Discoverer Viewer
- Access
- Excel
- Army Stationing and Installation Plan (ASIP)
- Defense Manpower Data Center (DMDC)
- Force Management System (FMS)
- Installation Status Report (ISR)
- Strategic Management System (SMS)
- Certifications: Individual must meet DOD 8570 approved IAT level I requirements (A+ or Network+)