

Financial Aid Systems Analyst
University at Buffalo, The State University of New York

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Posted May 14, 2019, set to expire Sep. 13, 2019

Job Title	Financial Aid Systems Analyst
Department	Financial Aid
Institution	University at Buffalo, The State University of New York Buffalo, New York
Date Posted	May 14, 2019
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Information Technology Financial Aid
Job Website	http://www.ubjobs.buffalo.edu/postings/19741

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Job Description

Position Summary

The Financial Aid Office is seeking a Financial Aid Systems Analyst to assist with the configuration, testing, maintenance and troubleshooting of applications, processes, and databases that support the operations of the Financial Aid Office.

Key accountability and responsibilities:

- System Configuration & Testing
- System Implementation
- Investigate system errors and research potential solutions.
- Analyze existing business processes to improve efficiency; Develop new business processes with specific attention to accuracy and quality control.

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- Create data queries and reports to assist with business trend forecasting, processing and student outcomes.
- Working collaboratively with university constituents to ensure effective management of existing systems and new software solutions.

Applicants must be currently authorized to work in the United States on a full time basis.

Work hours: Monday – Friday 8:30 a.m. – 5:00 p.m.; evenings and weekends as needed to meet the business needs.

University at Buffalo is an affirmative action equal opportunity employer and, in keeping with our commitment, welcomes all to apply including veterans and individuals with disabilities.

Minimum Qualifications

Bachelor's Degree with proven experience in software application set-up, testing and application security.

Preferred Qualifications

Master's Degree. Experience with PeopleSoft Campus Solutions products and Microsoft Access.

Physical Demands

Salary Range \$47,256 - \$49,256

Type Full-Time

Campus North Campus

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact