DAI Washington

7600 Wisconsin Avenue
Suite 200
Bethesda, Maryland
20814 USA

Tel: 301 771 7600
Fax: 301 771 7777
www.dai.com

Scope of Work
USAID FAST
Business Analyst/Tester

MAXIMUM LEVEL OF EFFORT	LTTA
BASE OF OPERATIONS	Tunis, Tunisia
POSITION REPORTS TO	Objective 1 Team Lead

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Project Background:

The USAID Fiscal and Accounting System of Tunisia (FAST) Project supports the Government of Tunisia (GoT) to improve public financial management. FAST focuses specifically on enhancing and upgrading the government's public financial management information system (PFMIS) to increase the efficiency, transparency, and predictability of public finances. The project strengthens the government's capacity to carry out fiscal, budgetary, and revenue collection mandates and advances electronic services to optimize regulations, procedures, and authorizations that reduce the cost and time burden on businesses, facilitate investment and trade, and promote innovation. Finally, FAST works to strengthen communication between policy makers and the public to build a common understanding of the constraints to, and opportunities for, economic expansion.

In this context, FAST will provide the GoT with a COTS solution for performance budgeting, and design, develop, and implement a budget execution system and a macroeconomic framework solution based on BI tools.

Purpose:

The Business Analyst will assist with and provide analytical support for the coordination, implementation and quality control for the design, development, configuration and customization of various components of a new Public Financial Management Information System (PFMIS) for the GoT that will be provided by FAST.

Responsibilities and Key Tasks:

Work closely with Team Lead to support successful design and implementation of the solutions described above, specifically, by, coordinating, performing and monitoring the following tasks :

- Analyze user needs, document processes and requirements, validate system functional requirements and support procedural changes, according to international standards, necessary to

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address gaps and optimize the MT macro and budget framework, budget preparation, and performance management processes.

- Evaluate gaps between existing and proposed processes in accordance with public budget management standards and best practices and provide recommendations for streamlining business processes in the target system.
- Adapt business processes to the design of the proposed solution, including COTS and custom developed solutions.
- Analyze the functional suitability of the COTS system and support configuration and customization, as required.
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- Support configuration of user permissions for different types of users.
- Support and validate the quality control work and testing of PFMIS modules.
- Assess data quality in existing systems and propose solutions for improving data quality in current and target systems and support required data migrations.
- Support the development of data structures for data warehousing, operational data stores (ODSs) and data cubes for online analytical processing (OLAP).
- Support the development of a macroeconomic framing solution based on BI tools.
- Support the analysis, modeling and specification of the budget execution system.
- Support the development of the other components of the PFMIS.
- Additional tasks as needed.

Required Minimum Qualifications:
- Bachelor's degree (or equivalent) in Computer Science, Business, or related field of study.
- At least 6 years of experience, including experience in IT systems analysis and project management.
- Significant exposure/knowledge of financial information systems, including budgeting and accounting.
- Good experience and wide knowledge of business process improvement methods.
- Strong understanding of implementing standard operation procedures (SOPs) and processes
- Experience supporting the implementation of new software preferably in the implementation of COTS solutions.
- Oral and written Fluency in Arabic and French.

Preferred Additional Qualifications:

- Experience in business process mapping a plus.
- Experience in Business Intelligence and knowledge of various business intelligence tools is an asset.
- Certified ISTQB
- Strong communication and interpersonal skills with ability to facilitate the negotiation of requirements amongst multiple stakeholders.
- Fluency in English