



Company: CLR Group Ltd., 8 Eagle Center, Suite 5, O'Fallon, IL, 62269

Contact: Patrick Downey, 618-624-6799 x1, e-mail: pat.downey@clrgroup.com

Position Title: Data Analyst

Salary/Hourly Rate: Salary/TBD

Projected Hours: 1880

Benefits: Full

Date: Contingent upon award

FLSA Status: Exempt

Position Summary: This position provides Data Analyst support for a data analysis contract maintained for a large Government client. Position requires solid knowledge of Microsoft Office Suite of products, databases, and web applications. Position is part of a team approach providing the service and requires flexibility in meeting task requirements and short notice deadlines. Position is tied to a fixed contract and is contingent upon receipt of work from the Government client.

Specific Duties and Responsibilities

- Data mining to the data element level and collection of required metadata
- Mapping that data to an Information Exchange Data Model
- Development of data element dictionaries
- Message Template extraction supporting data element dictionaries

Knowledge, Skills, and Abilities

- Ability to read/write/speak/understand English
- Demonstrated proficiency and experience with using computer networks to add and retrieve data
- Ability to implement tasks based on verbal instructions with limited supervision
- Work with site lead to provide accurate and timely production of task deliverables
- Tolerant of change in requirements dictated by customer needs
- Possess effective planning and problem-solving skills
- Multi tasking attitude, equally comfortable operating from within both the technology & business environments
- Demonstrated knowledge of message template and data mining
- Demonstrated knowledge of Data Center Operations
- Proficient in:
 - Operating Systems: *Windows XP/2000/NT/95, Windows 3.1, MS-DOS*
 - EDI Software: *Server for Windows NT, UNIX, Foresight EDISIM, Foresight Ambassador, WinMap, Gateway Server, Oracle EDI Gateway*
 - Hardware: *PCs, Sun SunFire V440/V480, E3500, StorEdge A1000*
 - Languages: *MS Visual Basic 6.0/5.0, HTML, C/C++*
- Understanding of Microsoft SharePoint

Desired, Skills, and Abilities

- 4-6 Years technical leadership in commercial and/or government XML and EDI information exchange and message template mining, as well as experience as a project team lead
- Experience in interfacing with Military clients and organizations

Credentials and Experience

- Bachelor's Degree in Information Systems, Computer Science, Engineering, Business or Social Science
- 2-4 years of experience in programming and/or information systems development or a relevant technical discipline

Special Requirements

- Ability to obtain and maintain a Secret Security Clearance (active clearance a plus)