



## Internal/External Job Posting

**Job Number:** 005614

**Closing Date:** December 5, 2018

Resumes received in our office after the closing date will not be considered.

<b>Position Title:</b>	<b>Application Analyst</b>
<b>Salary Band:</b>	L
<b>Range:</b>	DOE (Salary will be determined based on experience, qualifications and attributes.)
<b>Work Location &amp; Schedule:</b>	Anchorage This is a regular exempt Anchorage based position on an urban schedule of a 40-hour week or 9/80-work schedule. Relocation benefits may apply.
<b>Number of Positions:</b>	One (1)
<b>Recruiting Contact:</b>	Tracey L. Mueller, Employee Relations Manager Alyeska Pipeline Service Company E-Mail: alyeska_jobs@alyeska-pipeline.com Apply on-line at <a href="http://www.alyeska-pipe.com">www.alyeska-pipe.com</a>
<b>Minimum Qualifications:</b>	<b>Applicants must meet or exceed these minimum job requirements to apply for this position.</b> <ul style="list-style-type: none"> <li>▪ Bachelor's degree in the field of Computer Science, Business, Project Management*</li> <li>▪ Three years' experience in IT disciplines in enterprise applications development and Windows/UNIX servers</li> <li>▪ Broad technical knowledge of Information Technology systems</li> <li>▪ Experience with multiple, diverse technical configurations, technologies, and processing environments</li> <li>▪ Experience in creating and maintaining technology road maps</li> <li>▪ Advanced verbal and written communication skills</li> </ul> <p>* Equivalent of experience may substitute for the Bachelor's degree on a year-for-year basis</p>
<b>Preferences:</b>	<ul style="list-style-type: none"> <li>▪ Master Degree in IT Technology or related</li> <li>▪ 8 years' experience in at least two IT disciplines in enterprise applications development, networking, storage, and Windows/UNIX servers</li> <li>▪ Strong leadership and collaboration skills</li> <li>▪ Charismatic leader who is able to inspire others</li> <li>▪ Experience with business processes related to operating and maintaining the Trans-Alaska Pipeline System</li> </ul>
<b>Accountabilities and Specific Requirements:</b>	<b>Under the general direction of the IT Operations Supervisor, the Application Analyst is accountable for:</b> <ul style="list-style-type: none"> <li>▪ Provides leadership and strategic direction for the ongoing maintenance of Enterprise and Departmental applications.</li> <li>▪ Oversees the implementation of upgrades and new modules, and drives continuous improvement to business process and business results based on the enterprise capability.</li> <li>▪ Coordinates maintenance and enhancement efforts to leverage enterprise resources, knowledge and best practices.</li> <li>▪ Manages an application portfolio through the application lifecycle. This includes break/fix, enhancements, maintenance, performance improvement, release and deployment.</li> <li>▪ Works to improve the simplicity, reliability, and resilience of the portfolio to meet end-user requirements.</li> <li>▪ Changes the application portfolio through a consultative process with stakeholders to provide new applications that enable business processes.</li> <li>▪ Performs the necessary leadership, facilitation, analysis and design tasks related to the development of a high functioning application portfolio. Identifies and establishes strategies, guiding principles, and core processes to facilitate improved decision making and change management within a portfolio framework.</li> <li>▪ Facilitates cross collaboration and a process focus to ensure systems availability, reliability, flexibility, and performance.</li> <li>▪ A core focus is placed on the optimal integration of business processes and IT systems that traverse the Pipeline, Terminal, SERVS and support organizations.</li> </ul>



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	<ul style="list-style-type: none"> <li>Ensures technical design changes to the standard architecture are properly reviewed, evaluated, coordinated, and communicated. Provides applications architecture expertise to evaluate business process and technical architecture requirements and change requests.</li> </ul>
<b>Knowledge, Skills and Abilities:</b>	<ul style="list-style-type: none"> <li>Analysis &amp; Problem Solving</li> <li>Leadership</li> <li>Strategy Objectives</li> <li>Technical Analysis</li> <li>Planning</li> <li>Interpersonal Communications</li> <li>Develop Business Case</li> <li>Financial Management</li> <li>Computer Expertise</li> <li>Contract Management</li> <li>Business Management</li> </ul>
<b>Contributor Level</b>	Individual Contributor
<b>TAPS Safety Culture</b>	<p><b><u>Act With Discipline</u></b> Be prepared to work and arrive to work rested. Complete all pre-job planning steps. Complete all training and qualifications. Follow all required processes and procedures and use the right tools for the job. Complete all post-work activities.</p> <p><b><u>Take a System View</u></b> Assess how a task can impact others, seek input, and make all necessary notifications.</p> <p><b><u>Make Sound Decisions</u></b> Involve the right people at the right time. Identify if conditions change and act accordingly.</p> <p><b><u>Learn, Improve, Innovate</u></b> No task on TAPS is routine; be alert to emerging risks. Communicate hazards and share lessons learned from past experiences.</p> <p><b><u>Speak Up, Step Up</u></b> Alyeska fully supports the authority of every TAPS worker to speak up, take action, and stop work, regardless of role or responsibility. Participate in developing and implementing solutions.</p>
<b>Pre-Employment Drug Screen Testing</b>	<ul style="list-style-type: none"> <li>Alyeska Pipeline Service Company (APSC) requires pre-employment drug testing utilizing hair test collections for all positions. The preferred collection site is from the head (approximately 1/2 inch of hair length necessary). Head hair testing provides an approximate 90 day window of detection that checks for drug use. In addition, for Department of Transportation covered positions, APSC will also utilize urinalysis testing. Any positive drug test makes you ineligible for APSC employment.</li> <li>It is important to note that APSC does not seek or accept any genetic information as part of the hair testing procedure or any other process that could directly or inadvertently provide genetic information (family medical history).</li> </ul>
<b>Employment Verification using E-Verify</b>	<ul style="list-style-type: none"> <li>Federal Law requires all employers to verify identity and employment eligibility of all persons hired to work in the United States. Alyeska Pipeline Service Company participates in E-Verify.</li> <li>E-Verify is an Internet-based system that compares information from an employee's Form I-9, Employment Eligibility Verification, to data from U.S Department of Homeland Security and Social Security Administration records to confirm employment eligibility. <a href="http://www.dhs.gov/e-verify">http://www.dhs.gov/e-verify</a></li> </ul>
<b>TWIC</b>	<ul style="list-style-type: none"> <li>The Alyeska Valdez Marine Terminal (VMT) is a regulated facility, and the employee hired to work on the VMT or to provide emergency support or other approved work for the VMT will be required to have a Transportation Worker Identification Credential (TWIC). For more information about this Federal credential access the Web site listed below. The successful candidate for this job will be notified if a TWIC will be required and will then be responsible for enrolling and obtaining a TWIC prior to their hire date. <a href="http://www.tsa.gov">http://www.tsa.gov</a></li> </ul>

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**Alyeska Pipeline is a drug-free and alcohol-free workplace.**  
**Apply on-line at [www.alyeska-pipe.com](http://www.alyeska-pipe.com)**