

POSITION DESCRIPTION



Position Title:	Senior Business Analyst	Location:	USA/Canada
		Functional Group:	Finance
Position Type:	Exempt	Office Work:	Minimal
Work Status:	Full Time	Remote Work:	Approximately 50% +
Position Reports To:	Team Lead	Travel Required:	Approximately 50% + (USA required)
Position Supervises:	*future management possibilities	Last Updated	07/2026

Position Purpose – Client/Outside Interface: Face of ACG in solution for Finance for IFS implementations. Use your knowledge and skillset to transition clients to IFS in the areas related to Finance domain.

Position Purpose – Internal Interface: Work as a member of the functional team to help expand the group's knowledge and skills pertaining to understanding business, developing strong relationships, and IFS solutions.

A. ROLE AND RESPONSIBILITIES

1. Provide a strong, empathetic, and accommodating partner to the customers' project team.
2. Continuously work to enhance your reputation as a trusted advisor by providing strong advice and extreme customer service.
3. Work with Solution Architect and Project Manager to ensure the proposed IFS solution aligns with the client's strategic vision, requirements, and scope.
4. Educate the client team on concepts related to IFS functionality and terminology.
5. Develop, Manage, and Conduct customer project team training sessions and workshops.
6. Identify, document, and develop solutions to close gaps between the customer's business requirements and IFS Product offering.
7. Create Functional Specifications to describe CRIM development requirements to close gaps.
8. Develop, configure, and demonstrate IFS Functionality through scenarios, defined by the client, to prove the IFS Prototype Solution is appropriate for the client.
9. Train the client project team on their IFS Solution Prototype and work to transition ownership of the solution to the client.
10. Assist the customer with ongoing testing, migration, and advice for implementation activities.
11. Provide guidance and support for Go Live cut-over strategies.
12. Provide insight into how the clients can effectively manage their designed IFS solution.
13. Continue to develop your business acumen, knowledge of IFS, and industry norms.
14. Continuously work to develop knowledge and skills to enhance the ACG team and its members.

B. PERFORMANCE MEASUREMENTS

1. Client feedback
2. ACG team feedback
3. Recognized performance on Implementation Projects (Utilization and Quality)
4. Contributions to the organization's knowledge and expertise
5. Adherence to ACG norms and standards

C. EDUCATION/CERTIFICATION/SOFTWARE APPLICATION REQUIREMENTS

- Bachelor's degree in accounting/business or equivalent job experience of 5+ years.

D. EXPERIENCE/SKILLS REQUIREMENTS

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- Fluent in English
- Self-motivated with the ability to work with minimal supervision
- A highly developed set of time management skills
- Strong problem solving and analytical skills
- Proven ability to learn in a fast-paced project environment
- Strong communication, presentation, and meeting facilitation skills
- Comfortable dealing individuals from all aspects of an organization up through C-Suite
- Ability to manage competing priorities on multiple projects
- Proficient in MS Office Suite and familiarity with collaboration tools
- Preferred Experience in the following IFS Functionalities:
 - Account rules
 - General ledger & parallel accounting
 - Accounts payable & receivable
 - Fixed assets
 - Project finance
 - Financial Costing
 - Business planning
 - Cash planning
 - Consolidation
 - Financial reporting & analysis
 - Data Management - simple migrations
 - IFS A.I.

INTENT AND FUNCTION OF POSITION DESCRIPTIONS

Position Descriptions assist the Company to administer the hiring process fairly, to select qualified employees and to achieve an effective appraisal system with related promotion, transfer, layoff, and termination decisions. They also are an integral part of an effective compensation system.

*Position Descriptions are updated from time to time and include the essential functions and basic duties for the position. **The roles and responsibilities delineated in this Position Description are not all-inclusive. Additional roles and responsibilities may be assigned by supervisors or management as deemed appropriate.***

In accordance with the Americans with Disabilities Act, it is possible that requirements may be modified to reasonably accommodate disabled individuals. However, no accommodation will be made which may pose serious health or safety risks to the employee or others or which impose undue hardships on the organization.

Position Descriptions are not intended as and do not create employment contracts. The Company maintains its status as an at-will employer. Employees can be terminated for any reason not prohibited by law.