

Job Description



Title: JDE Financial Business Analyst
Department: Cascade Information Technology
Reports to: Global Applications Manager
Date: January 2022
Location: Portland, Oregon, USA
Created by: Global Applications Manager
Approved by: Vice President – Information Technology

SUMMARY

This role serves as part of Cascade's Global I.T. support team, with a focus on the JD Edwards financial system implementation and support globally. The position works with business leaders, financial staff, and the other I.T. department members to maintain and monitor the JDE ERP system and supporting applications. Assist with implementing new systems in line with Global Corporate Standards; solve business technical issues and collaborate with team members across all departments internationally.

ESSENTIAL JOB FUNCTIONS

The following reflects management's definition of essential functions for this job but does not restrict the tasks that may be assigned. Management may assign or reassign the functions to this job at any time due to reasonable accommodation or other reasons. Job functions include the following and other duties may be assigned.

1. Review, analyze, and evaluate user needs to create systems solutions that support overall business strategies. Document system requirements, define scope and objectives, and create system specifications that drive system development and implementation.
2. Perform a wide range of activities associated with application analysis, design functions, and program review.
3. Develop test data; conduct testing and debugging to produce required results.
4. Ensure project requirements are appropriately specified to allow timely, high-quality delivery.
5. Design and suggest innovative modifications in application systems.
6. Partner with business peers and vendors daily to build and maintain relationships.
7. Collaborate with business stakeholders on a regular basis to ensure overarching priorities and expectations are properly set.
8. Participate with cross functional IT teams to improve/optimize operations performance.
9. Work with Company applications (JDE, Boomi, Igloo, EPM, Project Place).
10. Maintain procedures and reports that provide technical support to the entire organization.
11. Support the implementation of new solutions or applications.
12. Work within the global corporate structure to support business needs.
13. Test, evaluate, and assist decisions about new technology for the business.
14. Participate in business-wide meetings to provide insight into technical requirements.
15. Provide software support as needed.
16. Support the Internal and External Audit functions as needed.
17. Travel to other Cascade locations as needed.

JOB SCOPE

This position serves as an I.T. professional, reporting directly to the Global Applications Manager. The role requires a service orientation and the incumbent must be self-motivated with a desire to solve technical issues related to information systems. Discretion and judgement are exercised routinely in the execution of job duties. If errors in judgement or professional execution of responsibilities are made, the consequences can be detrimental to the successful completion of duties for other employees within the organization.

INTERPERSONAL CONTACTS

The position interacts daily with Cascade employees located in Japan and Korea; frequent interaction with other Cascade I.T. professionals located in Cascade's global operations. Employee interfaces with vendors and other service providers on a regular basis.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily, safely and in alignment with Cascade's core values. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

- Bachelor's degree in Information Technology, Computer Science, or a related field.
- A minimum of ten years' experience in business application design and systems development including implementation and installation of an ERP in a discrete manufacturing environment.
- Required - English language skills, both written\spoken. Other languages a plus.
- Extensive experience with JDE ERP business systems is required.
- Willingness to solve complicated problems and see projects through to completion.
- Analytical skills to study problems and identify solutions.
- Team-oriented attitude to help other colleagues and departments with technical problems.
- Strong interpersonal communication and relationship-building skills.
- Ability to manage time and effectively prioritize numerous projects at one time.
- Ability to work as part of a global support team.
- Domestic or overseas travel maybe required.

Desired Skills

- Knowledge of the programming language associated with JDE E1.
- Knowledge of the distribution, manufacturing, and finance modules in JD Edwards E1.
- Knowledge of normal business and transaction flows.
- Experience in the industrial manufacturing industry or a comparable industry.
- Strong analytical, problem-solving, and conceptual skills.

WORKING CONDITIONS

The working conditions, physical demands, and environmental characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed in an office setting. Exposure to noise, dust, chemicals, fumes, and other factors typically found in a production environment should be anticipated when on the shop floor in Cascade's various operations. This is a full-time position. Days and hours worked will mirror the business operations which typically runs Monday-Friday. May work more than eight consecutive hours at a time or more than 40 hours in a seven-day work period depending on work demands. Occasional evening and weekend work will be necessary.

The individual may encounter pressure in meeting competing deadlines, while also experiencing resource constraints. Situations must be handled in a manner that meets internal customer needs and does not negatively impact customer satisfaction.

Holidays, working hours, basic work time, and related regulations are governed by US labor regulations.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is frequently required to sit and is occasionally required to stand and walk. Must be able to use hands to manipulate keyboards and reach with hands and arms in the course of picking up and moving materials. The employee must be able to lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds.

Physical Demands	Amount of Time			
Activity	None	Under 1/3	1/3 to 2/3	Over 2/3
Standing			X	
Walking			X	
Sitting				X
Using hands or fingers to handle/feel objects				X
Reaching with hands / arms			X	
Climbing or balancing	X			
Stoop, kneel, crouch, or crawl	X			
Talking or hearing				X
Lifting Requirements	Amount of Time			
Physical Demand	None	Under 1/3	1/3 to 2/3	Over 2/3

Physical Demands	Amount of Time			
Activity	None	Under 1/3	1/3 to 2/3	Over 2/3
Up to ten pounds			X	
Up to 25 pounds		X		
Up to 50 pounds	X			
Up to 100 pounds	X			
More than 100 pounds	X			

Vision Requirements		
	Yes	No
Close	X	
Distance	X	
Color Vision	X	
Peripheral	X	
Depth & Perception	X	
Ability to Adjust Focus	X	

WORK ENVIRONMENT

Most work performed is in an office environment with climate and noise controls.

Work Environment	Amount of Time			
Environmental Condition	None	Under 1/3	1/3 to 2/3	Over 2/3
Wet or humid conditions (non-weather)	X			
Work near moving mechanical parts	X			
Work in high, precarious places	X			
Fumes or airborne particles	X			
Toxic or caustic chemicals	X			
Outdoor weather conditions	X			
Extreme cold (non-weather)	X			
Extreme heat (non-weather)	X			
Risk of electrical shock	X			
Work with explosives	X			
Risk of radiation	X			
Vibration	X			

This description describes only the general nature and level of work encompassed by this job. This description is not a comprehensive listing of all responsibilities, duties, and skills of employees at this level. Cascade is an Equal Opportunity Employer.