

**POSITION ANNOUNCEMENT**  
**BUSINESS SYSTEMS ANALYST II**  
**OFFICE OF STUDENT ASSESSMENT**

**Salary Range: \$51,358.88**

The MS Department of Education is seeking a Business Systems Analyst II for the Office of Student Assessment.

- Experience managing: state and federal grants; major multi-million dollar contracts, budget tracking and forecasting, procurement and RFP process. Desired experience includes expertise with automated systems to include; Excel, Statewide Automated Accounting System (SAAS), Merlin and SharePoint.

**The Experience/Educational Requirements**

A Bachelor's Degree from an accredited four-year college or university in Computer Science, Data Processing, Business Information Systems, or a related field;

Four (4) years of directly related experience.

**OR**

An Associate's Degree in Applied Science in a Technical Program in an area of Information Technology approved by the IT Professional Development Committee;

Four (4) years of directly related experience.

**OR**

An Associate's Degree from an accredited two-year college in Computer Science, Data Processing, Business Information Systems, or a related field;

Six (6) years of directly related experience.

**OR**

Graduation from a standard four-year high school or equivalent (GED);

Eight (8) years of directly related experience.

**Substitution Statement**

Related education and directly related experience may be substituted on an equal basis.

Possession of an Institute for Certification of Computer Professionals (ICCP) certificate based on successful completion of an examination may be substituted for one year of the required experience (certificate must be attached).

**Applicants for the position should apply online at [www.mspb.ms.gov](http://www.mspb.ms.gov). (Inquires may be made to Walt Drane at 601-359-2111.)**

**The deadline for application submission is March 28, 2013.** Applicants selected for an interview will be contacted by phone.