**Product Solutions Analyst**

**Role:**

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| Perform detailed requirements analysis, understand and document processes, and be the liaison between IT personnel and other employees for the maintenance and improvement of current systems and implementations of new systems. |
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**Essential Functions & Responsibilities:**

* Collaborate with stakeholders to analyze and create functional, system, technical specifications and/or data requirements while serving as a liaison and/or project manager between stakeholders and IT units. Communicate insights and proposed improvements to appropriate department leadership and management.
* Use development specifications to create test cases. Tests enhancements, changes, and/or new functionality to assure the product functions properly and meets the defined business requirements.
* Evaluate business processes and uncover areas for improvements while anticipating requirements and understanding the strategic initiatives of the credit union.
* Assist with documentation preparation as necessary.
* Stay up to date on the latest process and IT/system advancements.
* Perform other job-related duties as assigned.

**Knowledge and Skills:**

**Experience:** Three years to five years of similar or related experience.

**Education:** (1) A bachelor's degree, or (2) achievement of formal certifications recognized in the industry as equivalent to a bachelor's degree (e.g., information technology certifications in

lieu of a degree).

**Interpersonal Skills:** Work involves much personal contact with others inside and/or outside the organization for the purpose of first-level conflict resolution, building relationships, and soliciting cooperation. Discussions involve a higher degree of confidentiality and discretion,

requiring diplomacy and tact in communication.

**Work Environment:** Position is not eligible to work remotely

**Please send resume to:** [**careers@rrcu.org**](mailto:careers@rrcu.org) **or River Region Credit Union, Attn: Human Resources, 3124 W. Edgewood Drive, Jefferson City, MO 65109**