

**USF Job Class Description**

JOB CODE: 4446

JOB TITLE: Agile Analyst II

JOB FUNCTION: Information Technology

PAY PLAN: 21

CAREER BAND: E

FLSA: Exempt

Revised: 07/03/2018

Job Title: Agile Analyst II**Job Summary**

The Agile Analyst II performs analytical and business systems development work using Agile ideology and methods to find solutions which integrate business processes and information technology. The Agile Analyst II researches, analyzes, and defines complex user problems and requirements, develops systems and program specifications, and develops solutions in consultation with the Agile team. The Agile Analyst II acts as a Product Owner or Scrum Master in a scrum team and interacts with internal and external stakeholders for projects with moderate to complex tasks in support of one or more projects that require a singular area of expertise.

Nature of Work

This is a professional information technology position supporting the specialized needs of users in larger departments or programs or at the division, campus or college level. This position may report to a Director or Assistant Director. The Agile Analyst II acts as the main Product Owner or Scrum Master on some projects with moderately complex tasks and both internal and external stakeholders. The Agile Analyst II meets with the team for daily stand ups, sprint planning, review, and retrospective scrum meetings. This position provides consultation to peers and users, and contributes to the development of appropriate solutions for current and future information requirements. This position must meet the FLSA criteria for an Administrative exemption by making decisions of significance to the organization. This is an intermediate level position requiring the ability to complete most tasks independently. The position provides project coordination and functional expertise typically in a single specialty area. The Agile Analyst II differs from other classifications which provide business process analysis (Business Analysts, ERP Analysts, or Applications Developers) by its predominant use of the Agile methodology.

Examples of Duties

The following list provides examples of the most typical duties for positions in this job class. Individual positions may not include all of the examples listed, nor does the list include all of the work that may be assigned to positions in this job class.

- Serves as a subject matter resource in a particular business process or system (Product Owner and Scrum Master)

- Develops project level plans related to schedule, scope and resources (Product Owner).
- Works with internal and external stakeholders to understand and validate business strategy vision, and customer needs. Engages business and technical leaders in the identification of medium-term business solutions consistent with best practices for cross-functional implementation. (Product Owner.)
- Gathers functional and technical systems requirements (Product Owner).
- Facilitates and/or develops user stories to communicate stakeholder needs into sizeable units of work for developers (Product Owner).
- Assists in the planning and presentation of solutions to stakeholders throughout the entire project life cycle (Product Owner).
- Analyzes technology trends to determine impact to the achievement of organization goals. (Product Owner)
- Conducts risk evaluations and resolves issues regarding significant changes and upgrades. (Product Owner)
- Leads, collaborates with, and motivates a cross-functional team of users, developers, testers and others to plan, execute and release business process solutions in alignment with scrum practices and business strategy (Product Owner and Scrum Master).
- Promotes Agile values and Scrum practices to ensure successful product delivery and continuous improvement (Product Owner and Scrum Master)
- Guides developers and other team members towards a self-organizing structure (Product Owner and Scrum Master)
- Writes reports to all levels of colleagues and peer groups in ways that support problem solving and planning. (Product Owner and Scrum Master)
- Identifies the scrum team's velocity of work and plan work based on the team's capacity. Develops plan and metric for team improvement. (Scrum Master)
- Removes impediments for developers. Works with and coordinates cross-functional teams to remove blockers to continue with development (Scrum Master).
- Align teams to department best practices including documentation, processes and organizational goals. (Scrum Master).

- Facilitates and/or attends Scrum ceremonies including daily standups, sprint planning, retrospective, backlog grooming, etc. (Scrum Master)

Minimum Qualification Requirements

Bachelor's degree in Business, Engineering, Computer Science or IT related field and one year of IT or Project Management experience, OR five years of IT or Project Management experience, or a combination of relevant experience and education.