Senior Supply Chain Management (SCM) Applications Analyst

Job Code: 430028	FLSA Status: Exempt	Mgt. Approval: C. Schwartz	Date: October 2023
Department: Supply Chain – Informatics		HR Approval: S. Whitlock	Date: October 2023

JOB SUMMARY

The Senior Supply Chain Management (SCM) Applications Analyst is responsible for planning and leading projects related to overall system design, support, maintenance, optimization, and data integrity across Supply Chain systems and applications.

The Supply Chain modules of the Oracle Cloud Enterprise Resource Planning (ERP) application require ongoing sustainment. This position will be the lead analyst on a team that has responsibilities specific to the management, enhancement, upgrading, and maximization of the supply chain system. System releases will be distributed for evaluation, testing, and eventual implementation on a quarterly basis. The incumbent will be responsible for the oversight of the following programmatic areas:

- Oracle Cloud Supply Chain Analyst Procurement Focus
- Oracle Cloud Supply Chain Analyst Inventory & Costing Focus
- Oracle Cloud RF-Smart and Misc. Analyst

The Senior SCM Applications Analyst requires a comprehensive understanding of current Supply Chain business processes. The incumbent will configure Supply Chain systems in support of Procurement and Materials Management and continually monitor updates to product features and functionality for future development in alignment with UW Health business processes and initiatives. This position collaborates with multiple cross-functional areas internally and externally for the implementation of system and business processes. The incumbent is expected to lead multiple simultaneous projects to completion. The Senior SCM Applications Analyst cultivates trusted advisor relationships with colleagues and stakeholders.

MAJOR RESPONSIBILITIES

- Work directly with business users and IS staff to provide functional support for the Oracle Supply Chain Management (SCM) Cloud environment, including Procurement, Inventory and Costing, Supplier Master, Item Master, and RFSmart and other third party inventory solutions.
- Provide hands on tier 2 operational support for issues, system and process questions, reporting and change requests around business processes, notifications, security, and organizational hierarchy.
- Perform day-to-day operation, maintenance, functionality, and coordination of SCM, including troubleshooting and resolving issues.
- Demonstrate a high level of subject matter expertise in functional area to bridge business requirements and IS solutions; provide technical direction and ensure compliance with best practice solutions.
- Perform business analysis tasks for project initiatives such as quarterly Oracle releases, including compiling and analyzing data, proposing solutions, defining and documenting specifications to meet business requirements, helping to design future business processes, performing fit/gap analysis, process re-engineering, testing, and assisting in implementation efforts.
- Communicate and present process changes, enhancements, and modifications to management and peers.
- Support reporting strategy and key processes by ensuring Oracle SCM Cloud systems are managed to provide highly reliable data.
- Collaborate with and partner with IS in the maintenance and configuration for supported Oracle SCM Cloud system including setup, data and process reviews, and audits.
- Document data mapping and functional specifications for system interfaces and data conversion and coordinate between vendor and business teams to troubleshoot, test, and deploy updates.
- Help maintain data integrity in Oracle SCM Cloud by running reports and analyzing data.
- Follow IS Change Management policies for all required system updates.
- Lead educational initiatives and training efforts for Supply Chain Informatics staff.
- Identify problem-solving opportunities, perform root cause analysis, and develop recommendation for improvements.
- Understand cross functionality and impact analysis by partnering with FIS and HRIS staff to ensure cross-functional system and business processes meet the requirements of all stakeholders.
- Stay current with product enhancements and informed of industry trends.
- Serve as the lead analyst on medium to large scale projects as designated by leadership; manage projects directly related to applications supported and/or participate as a team member on other large projects as designated.
- Prepare project documentation and review documentation completed by other analysts.

- Participate in interviews, selection, orientation and training of new employees.
- Work with leader to achieve strategic plans, goals, and objectives of the organization and department.

ALL DUTIES AND REQUIREMENTS MUST BE PERFORMED CONSISTENT WITH THE UW HEALTH PERFORMANCE STANDARDS.

JOB REQUIREMENTS

Education	Minimum	Bachelor's Degree in Business Administration, Information Technology, or related discipline. Four (4) years of relevant work experience may be considered in lieu of a degree in addition to the experience listed below.
	Preferred	Master's degree in Healthcare, Information Technology, Business, Health Administration, Engineering, or related field.
Work Experience	Minimum	Four (4) years of experience within the Supply Chain technology sector
	Preferred	Four (4) years of experience within the healthcare Supply Chain technology sector and experience in leading medium to large scale Supply Chain system updates/implementations
Licenses & Certifications	Minimum	
	Preferred	Oracle Cloud Professional Certification (Procurement and/or Inventory)
Required Skills, Knowledge, and Abilities		• Knowledge and understanding of decision support information across all supply chain systems mentioned above • Data mining and reconciliation skills • Advanced Microsoft Excel skills • Ability to transfer knowledge to an end user community • Excellent customer service • Requirements gathering • Writing functional specifications and other system documentation • Query writing (SQL preferred) • Knowledge of Electronic Data Interchange (EDI) and XML data standards • Project management skills

AGE SPECIFIC COMPETENCY (Clinical jobs only)

Identify age-specific competencies for direct and indirect patient care providers who regularly assess, manage and treat patients.

Instructions: Indicate the age groups of patients served either by direct or indirect patient care by checking the appropriate boxes below. Next,

Infants (Birth – 11 months)	Adolescent (13 – 19 years)
Toddlers (1 – 3 years)	Young Adult (20 – 40 years)
Preschool (4 – 5 years)	Middle Adult (41 – 65 years)
School Age (6 – 12 years)	Older Adult (Over 65 years)

JOB FUNCTIONS

Review the employee's job description and identify each essential function that is performed differently based on the age group of the patient.

PHYSICAL REQUIREMENTS

Indicate the appropriate physical requirements of this job in the course of a shift. *Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.*

Physical Demand Level		Occasional Up to 33% of the time	Frequent 34%-66% of the time	Constant 67%-100% of the time
	Sedentary: Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as dockets, ledgers and small tools. Although a sedentary job is defined as one, which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met.	**Up to 10#**	**Negligible**	**Negligible**
X	**Light:** Ability to lift up to 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds. Even though the weight lifted may only be a negligible amount, a job is in this category when it requires walking or standing to a significant degree.	**Up to 20#**	**Up to 10#** or requires significant walking or standing, or requires pushing/pulling of arm/leg controls	**Negligible** or constant push/pull of items of negligible weight

	Medium: Ability to lift up to 50 pounds maximum with frequent lifting/and or carrying objects weighing up to 25 pounds.	**20-50#**	**10-25#**	**Negligible-10#**
	Heavy: Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds.	**50-100#**	**25-50#**	**10-20#**
	Very Heavy: Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	**Over 100#**	**Over 50#**	**Over 20#**
List any other physical requirements or bona fide occupational qualifications:				

Note: The purpose of this document is to describe the general nature and level of work performed by personnel so classified; it is not intended to serve as an inclusive list of all responsibilities associated with this position.