



Job Description	
Job Title:	Technical Analyst
Reports to:	Senior Technical Team Lead
FLSA Classification:	Exempt
<p>General Description: This position is responsible for performing a number of key technical analysis functions. The Technical Analyst will proactively communicate and collaborate with internal and external customers to analyze business needs with a focus on engineering technical solutions and delivering architecture designs. The position requires independent work with users and vendor staff to successfully engage in multiple initiatives simultaneously.</p>	
<p>Duties and Responsibilities:</p> <ul style="list-style-type: none"> • Analysis of business needs and requirements • Identification of technical solution alternatives to meet requirements • Develop of technical solutions including script development • Design and set up of databases • Perform systems administration on various applications and tools including Mirth • Provide engineering / development of Mirth Connect channels to meet requirements • Recommend business process and technical improvements • Maintain knowledge and compliance with SHIN-NY specifications • Provide an analytical assessment of ‘current state’ technical functions and the recommendation of a future ‘desired state’ • Participate in projects as requested • Collaborate with other departments and members of the HEALTHeLINK Team as needed • Other duties as assigned 	
<p>Knowledge and Skill Requirements:</p> <ul style="list-style-type: none"> • Knowledge and demonstrated analysis and design skills • Ability to think analytically and be a problem solver • Experience with Mirth Connect and channel development • Knowledge of XML, XSLT, JSON, Java Script • Knowledge of programming languages and tools • Experience in HL7 and Web Services • Understanding capability and viability of emerging technologies • Exhibits professional demeanor, technology standards, and architecture principles • Presentation of ideas in a concise and focused manner • Ensure compliance with standards and architecture • Demonstrated ability to consistently and reliably perform duties in a timely fashion • Self-starter requiring limited supervision for the planning and execution of daily duties and responsibilities • Excellent communication skills, both written and verbal • Knowledge of computers and Microsoft Office Software • Ability to work independently under pressure to meet deadlines and company goals 	



Experience and Education:

- Associates Degree or higher preferred
- 1 year of interface experience desired

Security and Privacy Roles:

- Workforce Member
- IT Staff

Security and Privacy Responsibilities:

- Read and acknowledge the HEALTHeLINK Security & Privacy Policies
- Implement the HEALTHeLINK Security & Privacy Policies that apply to your roles
- Follow applicable HEALTHeLINK Security & Privacy Procedures that apply to your roles
- Report suspected privacy and/or security incidents promptly to management; participate in incident response if needed
- Complete all training as required by the HEALTHeLINK Training Curriculum

Physical Requirements:

The physical demands are representative of those that must be met to perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Light physical effort in an office environment
- Frequent computer use / data entry; repetitive motions of the wrist, hands, and/or fingers
- Must have close visual acuity to perform activities such as: preparing and analyzing data and figures; transcribing; and viewing a computer
- Ability to receive detailed information through oral communication
- Must be able to lift up to 20 pounds (files, paper boxes) periodically
- Primarily sedentary work with occasional bending and reaching

I have reviewed and understand this job description and believe it to be accurate and complete. I understand the Management of HEALTHeLINK retains the right to change the job description as it deems necessary. I will follow and adhere to my job description.

Employee Signature:

Date:

The above job description is not a contractual or binding document; it is provided as a guide to the types of duties required to be undertaken. Duties may vary from time to time and this description is subject to review. Modifications will be made as needed to support changes in the business climate and requirements.