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## **Analyst/Consultant – Federal**

### **IT Asset Management**

#### **Permanent Position**

**Industry:** IT Consulting

**Location:** Arlington, VA

**Years of Relevant Experience:** 1-4+

#### **Company Description**

SIE Consulting Group is a boutique IT Procurement, Strategy, and Operations Services firm focused on helping our clients achieve sustainable and measurable results for their organizations. SIE is led by an experienced team of public and private sector experts with our office located in the heart of the DC-Metro area. We have one goal in mind – helping our clients transform IT Procurement and Operations to achieve success. We do this by staying true to our company's core values of Service, Integrity and Excellence.

#### **Position Description**

The Analyst/Consultant will provide entry to mid-level analysis specific to the development of software solutions. Support will include commercial software support (software market, licensing, best-practices) to develop software acquisition and deployment strategies. The Analyst/Consultant will learn the client's business better than they know it themselves and become a trusted member of their team. The ideal candidate will support the technical knowledge and analysis of a highly specialized area and operational environment, functional analysis, documentation, training, and/or the support of implementing advice on complex problems, which require a high level knowledge of the program. The candidate will participate in all levels of development and support a team providing overall guidance and direction for the improvement, modification, and re-designing of business workflow processes, policies and procedures, as well as assist in the composition of work products, deliverables and project documentation.

#### **Key responsibilities include:**

Work with the firm's dynamic public sector client base to support IT strategy and governance by providing technical and analytical support. Embrace SIE's client service approach and support client relationships to ensure that high-quality and high-value services are provided to achieve clients' objectives.

#### **Activities include:**

- Support highly specialized analytic and professional software solutions development in support of the client



- Provide Software analysis services, relevant to OMB and GSA IT Schedule 70 contracts
- Support the evaluation of publisher and reseller contracts to ensure industry-defined terms and conditions are included and applicable
- Support the engagement with vendors to develop remediation plans based on analysis
- Support the development of Software Acquisition Solutions, including:
  - Software products capabilities, software licensing approach, usual terms and conditions, pricing strategies, negotiations
  - Publisher position in their overall market, including SWOT analysis
  - Software trends indicating future technologies and delivery mechanisms
  - Publisher use of resellers, agents and integrators within the Federal Government market
  - Publisher history with federal agencies, including current contracts and pricing analysis
- Perform quantitative and qualitative analysis
- Support the development of persuasive reports, supported by objective analyses, in order to facilitate decision-making
- Communicate with all stakeholders
- Support the development of presentations and reports conveying complex information to senior executives

**As the ideal candidate you must possess:**

- Bachelor's Degree
- Ability to work effectively in a telework environment (up to 2 days per week)
- Ability to pass client clearance requirements.
- Strong interpersonal, communication, and time management skills.
- Ability to prioritize work assignments.
- Ability to work under pressure and meet deadlines.

**Preferred Skills:**

- Hands-on experience performing federal consulting services.
- Experience and knowledge of spend analysis, category management, strategic sourcing, contract management, and value management/contract operationalization.
- Experience in IT asset management
- Understanding of procurement governance, processes and policies.
- Demonstrated ability to handle multiple tasks and assignments simultaneously
- Strong oral and written communication skills and the ability to present a polished and professional image to clients



- Working knowledge of IT business processes
- Excellent client handling skills
- Strong analytical skills – assertive and inquisitive manner that allows the individual to take even indirectly related and orally communicated information and transform it into actionable information
- Experience developing and presenting briefings to senior executives
- Proficiency with Microsoft office suite and MS Project
- Possess experience and familiarity with the following publishers’ products and services:
  - Microsoft
  - Oracle
  - SAP
  - Adobe
  - IBM
  - VMware
  - Hewlett-Packard

*All applications are held in strict confidence. SIE Consulting Group is an equal opportunity employer who encourages applications from all qualified applicants. We thank all applicants for their interest; however, only short listed candidates will be contacted.*