

## **PeopleSoft Business Analyst**

TGT Solutions Inc. is a premier Systems Integrator focused on helping organizations to “Profit Through Technology®” since 1996. As a proud Canadian company, we are a team of innovative professionals experiencing exponential growth. We are seeking PeopleSoft Business Analysts to join our team, located in the GTA.

As a PeopleSoft Business Analyst with an excellent command of the English language, your role involves gathering and documenting PeopleSoft business requirements, troubleshooting and analyzing issues, collaborating with the technical team, and recommending solutions to meet stakeholder needs. This position requires the ability to understand user issues, research responses, and provide knowledge and support to users as it applies to their specific business processes in a fast-paced and customer-focused environment.

### **Key Responsibilities**

- Work with (internal and external) clients to clearly outline project scope, goals, deliverables, and requirements
- Effectively manage projects assigned and communicate heavily on all project related matters
- Perform detailed root cause analysis and resolution
- Rapidly adapt and respond to changes in the environment and priorities
- Create required documents (e-mails, process manuals, etc.)
- Meet clients (internally or externally) to ascertain requirements and discuss matters related to the project
- Develop and deliver end user training
- Monitor production support issues and ticket queues
- Perform independent systems analysis, unit/system testing, and debugging
- Assist with deployment to UAT and Production environments
- Investigate PeopleSoft functionality not currently utilized and make recommendations for future implementations
- Review reports and documents to create meaningful analysis and output
- Create an atmosphere of competence, trust, and credibility by executing quality work on time
- Occasional on-call or overtime support required.

### **Mandatory Education and Skills**

- Bachelor’s degree in business or a related field
- Strong accounting background
- Minimum 1 year experience as a Business Analyst
- Minimum of 2 years PeopleSoft Financials experience



- Excellent verbal and written communication skills
- Strong knowledge of Microsoft Suite, including Outlook, Word, and Excel
- Detail-oriented and able to manage multiple tasks simultaneously
- Strong analytical and problem-solving skills
- Exceptional interpersonal skills
- Independent self-starter who takes initiative and seeks opportunities for continuous improvement

Employment Type: Permanent, Full-time

Preferred Location: Toronto

TGT Solutions offers a competitive compensation plan than includes a comprehensive benefits program, paid vacation, and sick days.

As part of TGT's employment process, candidates who are successful in the interview process will be required to submit references. Prior to joining TGT, the successful candidate will be asked to complete various personality indexes. In addition, the successful candidate will need to authorize TGT to conduct various background checks (e.g. prior employment verification and education verification).

Only qualified candidates living and eligible to work in Canada or the USA will be considered for this position.