**IT STAFFING SERVICES SOLICITATION UNDER  
DEPARTMENT OF INFORMATION RESOURCES  
IT STAFF AUGMENTATION CONTRACT (ITSAC)  
RFO DIR-CPO-TMP-445**

**CANDIDATE REFERENCE**

|  |  |
| --- | --- |
| Solicitation Number: 70125001 | Title/Level: Business Analyst 3 |
| Candidate Name: | Category: Applications/Software Development |

|  |  |  |  |
| --- | --- | --- | --- |
| **Reference Name** (Required): |  | | |
| **Title:** |  | | |
| **Company Name** (Required): |  | | |
|  | |  | |
| **Phone Number** (Required include area code): | |  | |
| **E-mail Address:** |  | | |
| **Professional Relationship:** | | |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Peer |  | Co-Worker |  | Supervisor |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Customer |  | End-User |  | Subordinate |

|  |  |  |  |
| --- | --- | --- | --- |
| **Reference Name** (Required)**:** |  | | |
| **Title:** |  | | |
| **Company Name** (Required)**:** |  | | |
|  | |  | |
| **Phone Number** (Required include area code): | |  | |
| **E-mail Address:** |  | | |
| **Professional Relationship:** | | |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Peer |  | Co-Worker |  | Supervisor |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Customer |  | End-User |  | Subordinate |

|  |  |  |  |
| --- | --- | --- | --- |
| **Reference Name** (Required)**:** |  | | |
| **Title:** |  | | |
| **Company Name** (Required)**:** |  | | |
|  | |  | |
| **Phone Number** (Required include area code): | |  | |
| **E-mail Address:** |  | | |
| **Professional Relationship:** | | |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Peer |  | Co-Worker |  | Supervisor |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Customer |  | End-User |  | Subordinate |

**NOTE: ONLY INCLUDE THE INFORMATION REQUESTED ON THIS FORM. DO NOT INCLUDE ADDITIONAL INFORMATION.**

**CANDIDATE QUALIFICATIONS**

|  |  |
| --- | --- |
| Solicitation Number: 70125001 | Title/Level: Business Analyst 3 |
| Candidate Name: | Category: Applications/Software Development |

|  |  |  |  |
| --- | --- | --- | --- |
| **Minimum Requirements:** Candidates that do not meet or exceed the **minimum** stated requirements (skills/experience) will be displayed to customers but may not be chosen for this opportunity. | | | |
| Actual Years Experience | Years Experience Needed | Required/ Preferred | Skills/Experience |
|  | 8 | Required | Eliciting requirements from interviews with customers and creating well-written system requirements documents |
|  | 8 | Required | Software Development Life Cycle (SDLC) |
|  | 8 | Required | Business process re-engineering and software process flow improvement |
|  | 8 | Required | Development of user stories and use cases that conform to business analysis best practices |
|  | 8 | Required | Designing mockups and/or wireframes that conform to UX best practices |
|  | 5 | Required | Strong communication and facilitation skills |
|  | 5 | Required | Strong writing and organization skills |
|  | 3 | Preferred | Demonstrated work experience with the requirements management software "Modern Requirements" |
|  | 3 | Preferred | Demonstrated work experience with the issue tracking software "Atlassian Jira" |
|  | 2 | Preferred | Demonstrated experience working for or closely with TEA or another state or local education agency |

**CANDIDATE ACKNOWLEDGEMENT**

|  |  |
| --- | --- |
| RFO: 445 Solicitation Number: 70125001 | Title/Level: Business Analyst 3 |
| Candidate Name: | Category: Applications/Software Development |

|  |
| --- |
| I hereby authorize **Innosoul, Inc. dba Innosoul Information Technologies, Inc.** to submit my resume in response to the temporary staffing Solicitation 70125001 for **Texas Education Agency**.  I understand that submission of my resume by multiple vendors may result in my disqualification from this opportunity. Customers reserve the right to hire a candidate submitted by multiple vendors.   Worker signature:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   Date:   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |