**CAI CONTACT**

PATRICIA BOWLER

PHONE:

EMAIL ID:

**<Candidate Name>**

### Skills

Please use this table to list the skills noted in the **Required/Desired** section of the requirement. In addition, please respond with the years of experience for each skill **and** the last time each skill was used. Add or delete rows as necessary.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Skill** | **Required** | **years req** | **Years Used** | **Last Used** |
| strong organization, administrative, analytical, problem solving and interpersonal skills | Required | 10 |  |  |
| self-motivated and able to develop rapport and positive working relationships with coworkers and the agency at large | Required | 10 |  |  |
| proficient in Organizational Change Management; have an understanding of business analysis concepts such as identifying and interpreting risk assessme | Required | 10 |  |  |
| able to produce requirements and related artifacts such as test cases, requirements traceability matrix, business rules, interface requirements | Required | 10 |  |  |
| able to produce requirements and related artifacts such as use cases, activity diagrams, error validations and role based system profiles | Required | 10 |  |  |
| able to manage security access and user profile management | Required | 10 |  |  |
| able to work collaboratively with various groups within VSP and VSP vendors to ensure requirements are vetted and documented | Required | 10 |  |  |
| able to analyze functional/nonfunctional system requirements | Required | 10 |  |  |
| able to re-engineer business processes | Required | 10 |  |  |
| able to identify how new applications and business processes will integrate with or replace existing business processes | Required | 10 |  |  |
| excellent communication skills in English and the ability to communicate with internal customers in nontechnical terms | Required | 10 |  |  |
| proficient with Microsoft Products (Word, Excel, Visio, PowerPoint) | Required | 10 |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |