

Provisioning Analyst: Provisioning Analyst I

Analyzes technical data and reports to determine spares and support equipment provisioning requirements. Reviews site survey results and letters of offer and acceptance, and formulates specific recommendations for spare/repair parts and support equipment. Manages and controls the asset position of customer inventories. May originate support plans for offer to potential customers and provide technical assistance to existing customer personnel. May forecast and manage budget system.

Knowledge

Limited use and/or application of basic principles, theories, and concepts. Limited knowledge of industry practices and standards.

Problem Solving

Solves routine problems of limited scope and complexity by following established policies and procedures.

Discretion/Latitude

Work is closely supervised. Follows specific, detailed instructions.

Impact

Contributions are usually limited to task-related activities. Errors do not typically have a major effect on the organization.

Liason

Contacts are primarily with immediate supervisor and other personnel in the section or group.

Minimum Education and Experience

1+ years directly related experience with Bachelor's Degree in Business or related field. Basic MS Word, PowerPoint and Excel skills.