

**Call for the position of:**

## **Expert in process mapping and data architecture**

Anglo-American University, announces a search to fill the full-time or part-time position of expert in process mapping and data architecture. Anglo-American University is the oldest private university in the Czech Republic, offering BA and MA programs with Czech and American accreditation in a uniquely international environment to students from more than 70 countries across the world. With more than 80% of students coming from outside the country, AAU is one of the most international universities in the world.

### **Concept:**

AAU is in search of a new Student Information System, for which it has conducted a basic data-flow analysis. Building on that, it intends to map all processes and current data architecture in depth, analyze the data architecture, and categorize processes according to the importance and possibility of changing them. The resulting analysis will be used to assess available IS platforms and select the most compatible solution.

### **Responsibilities:**

- Map all current processes and data used across departments
- Identify core and optional functionalities
- Identify possible data and process duplicities in currently used systems
- Identify missing functionalities and data currently handled manually. Specify frequency of such situations and estimate corresponding time costs
- Describe the current study information system and related systems with regard to the future data transfer to a Data Warehouse or to a new IS
- Design an efficient IT system to meet business and technology needs
- Integrate multiple systems and reconcile needs of different teams
- Provide advice and technical training.

### **Profile:**

- Experience with business process mapping
- Understanding of one or more process mapping languages (BPMN, UML, ERD, DFD)
- Experience as an IT Analyst, IT Consultant or similar role
- Experience in project management
- Analytical mindset (with problem-solving aptitude)
- Excellent English communication skills
- Ability to collaborate with various stakeholders in gathering information and translating it into a unified information/data system
- Proactive approach
- Friendly demeanor

### **We offer:**

- Multicultural, international environment
- Friendly staff and colleagues
- 5 weeks of paid vacation per year, 5 sick days

### **Contract:**

- Full-time or part-time position; invoicing possible
- Start of employment is possible immediately

- In case of mutual satisfaction, the possibility of extending the contract and cooperation on the selection and implementation of a new student information system, or its permanent administration as a system integrator
- Company provided solution acceptable (outsourcing)

Interested candidates should send their applications to [HR@aauni.edu](mailto:HR@aauni.edu) or [lucie.kacovska@aauni.edu](mailto:lucie.kacovska@aauni.edu).

The reviews of the applications and the interviews will start after January 30th, 2022 and will continue until the position is filled.

Applications should consist of:

- Cover letter
- Up-to-date CV
- References to previous achievements, whom we can contact if necessary

For more information about the university visit the website of the [Anglo-American University](https://www.aau.edu).