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# Senior Business Consultant

Calgary Alberta

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The position is located in Calgary. The **Senior Business Consultant** is expected to provide consulting support for Sage ERP from both an application and technical standpoint. They will support clients through an implementation process and provide additional support onwards. Responsibilities vary from conducting a needs analysis to implementing the software and managing development requirements. From a project management perspective, the consultant is required to oversee and maintain time from the project scope. The individual must be able to work both independently and in team environment as our internal business processes encourage various departments to interact and problem solve together.

## Responsibilities

- Lead client meetings to extract document requirements
- Help in the design, configure and implement integrated software solutions
- Provide pre-sales support to the sales team to address customers' usability, integration and implementation issues
- Managing time in line with project scopes and enter timesheets in an accurate manner
- Work on any application support tickets assigned
- Attend scheduled meetings with reporting manager and ensure the calendar is booked to reflect all assigned tasks
- Manage client relationships and ensure superior customer service

## Qualifications

- 4-6 Years of experience in Project Management, Business Requirements or Consulting experience implementing or supporting software solutions
- Knowledge of Sage Products preferred
- Willingness to work within a flexible and collaborative team environment
- Microsoft Office: Word, Excel, Powerpoint and Outlook
- Strong written and verbal communication
- Strong organizational skills - timesheets and expenses completed in a timely manner, communications on schedule to prospects and clients
- Ability to multitask and prioritize while remaining focused and organized
- Ability to work with server and pc hardware, VPN, remote access
- Prior Sage Certifications are highly desired
- PMP or CPA designations ideal
- Ability to travel: 20%

Please send all applications to [hrrsupport@baass.com](mailto:hrrsupport@baass.com) by May 20<sup>th</sup>, 2016.