



Job Descriptions and Requirements for EDI Analyst, Mapper, Developer, Architect

WHAT WE LOOK FOR IN OUR CONSULTANTS

Since 1994, we've been helping customers use EDI to do the things every business needs to grow and succeed. Cut costs, automate manual processes, and pursue new opportunities. EDI is dependable, and secure with universal standards that adapt to any industry or business. All of which explains why EDI now accounts for more than 75% of all electronic B2B transactions, totaling more than \$7 billion in sales.

Because our core business depends on providing EDI consulting services and solutions that generate meaningful business results and consistently positive feedback, the candidates we present to clients must be able to:

- Demonstrate their expertise, reliability, and ability to deliver projects on time and on budget.
- Prioritize the client's interests and work effectively with clients even when remote or working on part-time projects for customers.
- Bring a positive and helpful attitude when working with clients.
- Understand the importance of complying with Remedi's and our clients' policies and procedures.
- Value loyalty and demonstrate discretion in keeping sensitive information confidential.
- Communicate with clients in person, on camera, or by phone to help create comfort and confidence in working with Remedi.
- Display exceptional technical expertise, capable of delivering output that exceeds the average worker in their discipline.
- Be willing to work beyond normal hours during peak periods when needed and flexible in working on a wide variety of projects with different technologies, scopes, lengths, or roles.
- Be open about their technical capabilities and limitations.
- Tactfully say no when doing so is in the client's best interests and find suitable alternatives to meet the client's needs.
- Be willing to share their knowledge, mentor client staff, and have a good understanding of data integration nuances across different industries.
- Use follow-up and follow-through skills to ensure that projects are completed successfully, and clients are satisfied with the results of the work.



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EDI PARTNER ANALYST

RESPONSIBILITIES

- **Planning** - Assists with the definition of Trading Partner onboarding priorities, plans, and strategies
- **Origination and Support** - Initiates contact with trading partners to establish B2B document exchanges, troubleshoot issues, and help resolve time sensitive B2B data exchange problems and issues
- **Communications** - Builds and manages the relationships, details, and expectations related to EDI partner onboarding and updates with key internal stakeholders, internal and external technical partners, and external trading partners
- **Negotiates Standards** - Negotiates with internal and external stakeholders and partners to create a business solution to obstacles preventing B2B exchanges
- **Implementation** - Helps manage and drive successful partner implementation against agreed upon and sometimes critical deadlines

KEYS TO SUCCESS

- Ability to swiftly shift tasks and manage changing priorities
- Strong interpersonal skills
- Highly organized
- Attention to detail
- Excellent problem-solving capabilities

EDUCATION AND EXPERIENCE REQUIREMENTS

- Bachelor's degree in a field related to information technology preferred or EDI training and an equivalent amount of paid work experience

METRICS

- Number of annual new onboardings or significant trading partner interactions (updates, document additions, changes, etc.)
- Timeline for onboarding a single partner (full document set) or a new document with an existing trading partner
- Size and complexity of environment, trading partner community, document types, transaction volume, etc.



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MAPPER

RESPONSIBILITIES

- **Mapping** - Creation and modification of EDI maps in a variety of formats and standards including XML, ODBC/JDBC, FF, iDocs, X12 and EDIFACT
- **Trading Partner Testing** – Create trading partner profile, communications testing
- **Trading Partner Implementation** – Create trading partner profile in production, move resources to production environment
- **Communications** - Understand technical concepts involving partner communication packages
- **Documentation** - Creation of (MRS) specifications, mapping documentation using formal or ad-hoc tools

KEYS TO SUCCESS

- Good analytical and logical skills
- Proven ability to work autonomously
- Strong time management
- Highly organized
- Excellent problem-solving capabilities

EDUCATION AND EXPERIENCE REQUIREMENTS

- Bachelor's degree in a field related to information technology preferred or EDI training and an equivalent amount of paid work experience

METRICS

- Number of various mapping formats and standards they have worked with
- Number of industries
- What was the percentage of new mapping to support/modification mapping?
- Size and complexity of previous environments

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DEVELOPER

RESPONSIBILITIES

- **EDI Development** - Creation and modification of business processes and workflows without dependence upon a graphical process modeler or code library
- **Mapping** - Creation and modification of EDI maps and advanced mapping functions (ex. user-exits) in a variety of formats and standards including XML, ODBC/JDBC, FF, iDocs, X12 and EDIFACT
- **Communications** - Understand technical concepts involving partner communication packages
- **Documentation** – Create, update, and maintain documentation
- **Business Process Scripting and Modification**
- **AI-based** development
- **Web services** deployment
- **Complex ERP** integration

KEYS TO SUCCESS

- High Logical Aptitude
- Design and Development skills
- Attention to detail
- Highly organized
- Strong interpersonal skills
- Excellent problem-solving capabilities

EDUCATION AND EXPERIENCE REQUIREMENTS

- Bachelor's degree in a field related to information technology preferred or EDI training and an equivalent amount of paid work experience

METRICS

- Number of original business processes developed or other back end coding
- Other code development without relying on libraries of previous developed code
- Percentage of time spent in the type of development sought compared to other duties
- Size and complexity of previous environments



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ARCHITECT

RESPONSIBILITIES

- **System Implementation, Migration, Upgrades** – Installation and/or upgrade work involving EDI systems
- **Troubleshooting & Support** - Identify failing processes, assess general EDI system(s) health, and provide recommendations for increased efficiency
- **Project Management** - Managing scope and system wide deliverables for clients
- **System Analysis** - Hardware and software requirements planning and sizing
- **Solution Design**
- **Impact Analysis**
- **Performance Tuning**
- **Best Practices** - review and implementation of best practices
- **Communications** - Understand technical concepts involving partner communication packages.
- **Documentation** – Create, update, and maintain documentation

KEYS TO SUCCESS

- Ability to quickly grasp the landscape of the customer's integration environment
- Keen understanding of how their work product impacts the order to cash cycle, trading partner relationships, and the competitiveness of the enterprise
- Ability to mentor other technical resources
- Exceptional written and verbal communication and listening skills; ability to convey complex subjects to non-technical stakeholders
- Demonstrated ability to deliver solutions with maximum efficiency and minimal disruption to the business

EDUCATION AND EXPERIENCE REQUIREMENTS

- Bachelor's degree in MIS, Computer Science, Mathematics, or Information Technology
- 3+ years' experience in EDI Mapping, Integration, and Support
- Experience with complex data integration scenarios and environments
- Track record of unassisted production install and configuration of EDI systems in both upgrade and migration scenarios
- Experience with high availability or clustered environments
- Ability to conduct analysis and planning and successfully execute the implementation of a complex B2B or EAI based system architecture
- Must be familiar with various EDI standards such as X12, EDIFACT, Tradacoms, and XML standards
- Experience with industries such as retail, manufacturing, finance, healthcare, automotive, transportation and logistics



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EDUCATION AND EXPERIENCE REQUIREMENTS, CONT'D

- Must be familiar with various protocols including but not limited to FTP, SFTP, AS2, SMTP
- Knowledge of data translation map design and testing methodologies
- Strong problem identification, and solution development skills. Ability to diagnose issues to root cause
- Ability to work effectively in a team and customer support environment
- Ability to work effectively with all levels of the organization by translating technical requirements into business solutions
- Ability to multi-task and meet strict project deadlines
- Willing to learn new technologies
- Must be able to pass pre-employment drug screening and background check

SKILLS DEMONSTRATION

- Ability to answer comfortably and confidently about specific tool capabilities
- Scenario based questioning to demonstrate conflict resolution, integrity, etc.
- Skills are to be verified through standardized interviewing and reference checking

METRICS

- Number of unassisted production installs
- Number of upgrades and migrations
- Number, variety, and outcome of nonstandard solutions
- Size and complexity of previous environments