

\*\*\*This position requires an active TS/SCI Security Clearance\*\*\*

**Government Position Title** Systems Architect

**Location:** NGA St. Louis, MO

### **Duties**

- Systems Engineering and Software Development support.
- Cloud environment tracking and software development recommendations.
- Develop, implement, and refine software asset management policies, processes and procedures.
- Develops, maintains and performs continuous process improvements for licensing usage driving efficiency and cost savings.
- Assist License Managers in processing software license requests.
- Develop, refine, and update SOPs for work duties and procedures.
- Manage strategic software license vendor compliance and performance to contractual obligations.
- Develop and communicate enterprise software asset management policy and license usage analysis.
- Monitor, maintain, and administer the enterprise software asset management system to ensure the integrity and accuracy of software licensing inventory.
- Generate license usage and inventory reports.
- Assist customers with the software request process as well as answer related SAM questions.
- Respond to requests from Project, Service and Supplier Managers to provide licensing and Software Asset information including the support of audit requests.
- Drive strategic improvement of software asset management processes, tools and governance.
- Administer software asset management platforms across disparate and unconnected networks as well as combine that information to form a high-level view of all software assets and usage.

### **Qualifications:**

- Experience with Inventory Management
- Experience with MS Word Excel Suite
- Ability to write and document requirements
- Optional experience with Flexera

### **Desired:**

- 10 year's experience in a related field