

Writing Assignment 1: Analysis of Intermediate Configuration Analyst Job Listing

Kristina Gamache

Department of Cybersecurity

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Dr. Gordon-Phan

Introduction

Located on the Sentara's career page, under the Information Technology support section, I found a listing for an Intermediate Configuration Analyst position. The listing details a remote based position for the healthcare company that would be responsible for completing analysis of IT systems configurations (*Intermediate Configuration Analyst - Remote - Virginia Beach, va - Sentara Health*, 2025). In addition to the brief job description, several other key aspects are listed within the job posting. This includes education, certification, and experience requirements, information describing Sentara as an organization, and benefits associated with this position. Overall, I have determined Sentara's listing for an Intermediate Configuration Analyst position is well structured and informative, and believe that my education and experiences have prepared me for a role like this.

Role and Responsibilities

The main responsibility for an Intermediate configuration Analyst is described as "responsible for performing complex analysis and system configuration" (*Intermediate Configuration Analyst - Remote - Virginia Beach, va - Sentara Health*, 2025). The listing goes on to detail how these responsibilities would interact with various points of contact including internal and external customers, vendors, and consultants, with the ultimate goal of providing support for management decisions. After reviewing this portion of the job listing, I have come to understand that the responsibility of an intermediate configuration analyst is to utilize their analytical skill set to develop detailed reports and an analysis of the IT systems that fall under Sentara's domain. The assessments yielded from these reports will then be used to support management decision making in regards to these IT systems. This could entail a vast majority of

decisions including identifying opportunities, process improvement, and risk mitigation (London College, 2020). This appears to be a vital role for Sentara's IT department.

Requirements

This listing houses three categories of requirements: education, certification, and experience. Under education, a bachelors with 1 year of technical experience is required, or in lieu of education, 4 years of technical experience could be substituted. Substituting experience for education is a common occurrence. A report from the Burning Glass Institute (2022) reported an overall decrease in the percentage of jobs requiring a college degree, which fell from 51% in 2017 to 44% percent in 2021. Under certification, there are no specific licenses or certifications required. Lastly, under experience, there are 2 specific requirements: basic planning and organizational skills, and the ability to effectively prioritize multiple tasks and meet agreed upon deadlines. These are two skills that would be pivotal when performing a job that carries influence over management decisions, like this role. In order to establish the full picture and have all necessary details to make informed decisions, the data and analysis that drive those decisions need to be organized and delivered in a timely manner. Additionally, the reference to multi-tasking informs me that it is expected that this role be active in more than one project at a time.

In terms of specific technical skills, technical education, or soft skills, the job listing is non-specific. Yet, because of the role's responsibility to analyze IT systems, I analyzed this to indicate there must be a generalized knowledge of how most IT systems work, which is supported by required technical experience. In terms of soft skills, while none were explicitly stated in the listing, it is indicated that there will be multiple points of contact with various individuals inside and outside of Sentara. Communication, specifically technical communication,

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would be essential for the role of intermediate configuration analyst. Due to the interaction with different roles and individuals, it is necessary to be able to communicate technical or specialized information across different audiences. Customers may not have the same expertises as you or a consultant, but effective communication still needs to occur to ensure goals and expectations are set and met correctly.

How I measure up

Given my anticipated graduation date of August 2025, this is a listing I have submitted an application for. Comparing my own education and experience to the requirements and responsibilities of an intermediate configuration analyst, I believe that I am well-suited and adequately prepared to fill this position. I met educational requirements by (soon to be) holding a bachelor degree in Cybersecurity, and have technical experience obtained through an IT internship with the City of Virginia Beach. In terms of some of the implicit requirements of this position, I have a general knowledge of basic IT systems and can adequately communicate that knowledge across different audiences. This skill was developed through communications regarding projects and operations within my internship. One aspect that may hinder my ability to perform this role would be my lack of use of specific analytical programs necessary to complete the analytical assessments, but I believe given my education and experience, learning how to use these programs could be a learning experience for me within this position.

Conclusion

After analyzing the job listing for the intermediate configuration analyst position with Sentara Healthcare, I have determined that through the required educational and experience requirements, this role appears to be an entry-level position responsible for analyzing and reporting in a timely, organized manner on the IT systems that fall under Sentara's IT domain.

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Because of the stated technical experience, it is understood that a general knowledge of IT systems is needed to perform this job, in addition to the ability to effectively communicate across various audiences. These skills are essential because the deliverables of this role play a part in Sentara's decision making process. I feel that given my education and experience, an intermediate configuration analyst is a role I am well-suited for.

References

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