



## VACANCY

**REFERENCE NR** : Jnr. BA - (FTC)  
**JOB TITLE** : Junior Business Analyst (CALMIS) X10  
**JOB LEVEL** : C2  
**SALARY** : R 259 838 - R 433 063  
**REPORT TO** : Specialist Business Analyst  
**DEPT** : NCS Implementation and FAS: Logistic and Corporate Systems  
**LOCATION** : SITA Erasmuskloof  
**POSITION STATUS** : Fixed Term Contract -36 Months (Internal/External)

### Purpose of the job

To provide support on ICT projects in business analysis through the elicitation, gathering, validating, and documenting various system and business information and needs, using accredited methodologies and supporting software with the objective of improving business processes and procedures.

### Key Responsibility Areas

Analyse and elicit business needs (customer); Analyse business processes, including recognition of the potential for automation, assessment of the costs and potential benefits of the new approaches considered; Conduct system Testing; Monitor requirements; Conduct Data Analysis on requirements;

### Qualifications and Experience

**Minimum:** Bachelor's degree or National Diploma in an ICT related field (Computer Science, Information Systems, and Technology).

**Experience:** 1 - 3 years working experience as a business analyst (Junior or Intern).

2 Years experience in DOD Logistical environment. 1 years' experience in CALMIS, Knowledge of Department of Defence systems will serve as an added advantage.

### Technical Competencies Description

**Knowledge of:** Systems development Life Cycle – Basic; Knowledge of relevant methodologies for evaluating business requirements – Intermediate; Knowledge of Business Analysis Book of Knowledge; Knowledge of modeling tools and techniques – Intermediate; Knowledge of Internet / Office packages – Basic; Knowledge of government policies procedures and regulations – Basic; ICT standards, best practices and existing governance mechanisms; Business Analysis principles architectural principles. , Knowledge of Department of Defence systems will serve as an added advantage.

**Skills:** Analytical skills – Intermediate; Problem solving skills – Basic; Written and verbal communication skills – Intermediate; Report writing skills – Intermediate; Project Management skills– Intermediate; Interpersonal skills– basic.

### Other Special Requirements

N/A

### How to apply

Kindly send your CV to [masoko.recruitment@sita.co.za](mailto:masoko.recruitment@sita.co.za)

**Closing Date: 09 November 2018**

## **Disclaimer**

SITA is an Employment Equity employer and this position will be filled based on Employment Equity Plan. Correspondence will be limited to short listed candidates only. Preference will be given to members of designated groups.

- If you do not hear from us within two months of the closing date, please regard your application as unsuccessful.
- Applications received after the closing date will not be considered. Please clearly indicate the reference number of the position you are applying for.
- It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA).
- Only candidates who meet the requirements should apply.
- SITA reserves a right not to make an appointment.
- Appointment is subject to getting a positive security clearance, the signing of a balance score card contract, verification of the applicants documents (Qualifications), and reference checking.
- Correspondence will be entered to with shortlisted candidates only.
- CV's from Recruitment Agencies will not be considered.