



## VACANCY

<b>REFERENCE NR</b>	:	<b>VAC00948</b>
<b>JOB TITLE</b>	:	<b>Senior Business Analyst</b>
<b>JOB LEVEL</b>	:	<b>D2</b>
<b>SALARY</b>	:	<b>R 620 597 - R 930 895</b>
<b>REPORT TO</b>	:	<b>Senior Manager</b>
<b>DIVISION</b>	:	<b>Application Development &amp; Maintenance</b>
<b>DEPARTMENT</b>	:	<b>IJS Cluster Systems</b>
<b>LOCATION</b>	:	<b>SITA Centurion</b>
<b>POSITION STATUS</b>	:	<b>15 – Months – Fixed Term Contract (Internal &amp; External)</b>

### Purpose of the job

Analyse the business domain by gaining in-depth understanding of the business strategy, processes, services, and roadmap. Review the end-to-end business processes to identify operational, financial, and technological risks. Identify opportunities to improve efficiency by optimising business performance through technology application. Manage projects to develop the business domain in accordance with ICT standards and the enterprise architecture for government.

### Key Responsibility Area

Analyse business strategies, business models and business objectives. Identify areas of poor performance and make recommendation for improvement. Lead analysis of business processes and developing optimisation strategies. Gather critical information from stakeholder engagements and produce reports. Building and maintaining relationships with key stakeholders. Communicating ideas and viewpoints to senior management. Acting as a liaison between business and IT groups. Develop the plan for requirements management. Requirements gathering and elicitation. Requirements analysis. Develop the User Requirement Specification. Requirements change management. Analyse the User Requirement Specification. Define the scope of the business solution. Conduct Best Practice and system analysis for proposed business solution. Develop models (functional, performance, organisation, business, information, service and rules) for the integrated business solution. Develop the Conceptual Business Solution. Develop traceability matrixes between user requirement and business solution. Develop non-functional requirement repository. Quality review and recommend Conceptual Business Solution. Manage projects start up. Direct projects. Initiate projects. Control projects. Manage product delivery, risks, issues, stakeholders, etc. Manage team/s to ensure effective and efficient operations and that all the resources are utilised optimally. This must be done in accordance with SITA Policy Framework. Manage, develop and implement Architectural and Governance mechanisms for the Requirements Analysis and Design section to improve interoperability of government systems and quality of services and deliverables. Manage business analysis and design projects spanning multiple environments to ensure that it is successfully delivered. Manage and model Target Business Solution Specification in accordance with ICT standards and the enterprise architecture for Government. Manage and develop business analysis and design work packages for integrated software components, taking into consideration SITAs software development stack and doing this in accordance with ICT standards and the enterprise architecture for Government.

## Qualifications and Experience

**Minimum:** 3-year National Higher Diploma / National First Degree in an ICT related field (Computer Science, Information Systems, Technology and Engineering) or equivalent qualification.

**Experience:** 6 - 7 years' experience in the ICT field, including IT Governance, IT Planning, systems analysis and design, Business analysis, implementation of integrated solutions across multiple hardware and software platforms with management and operational responsibility in a large corporate/public sector organisation including experience in business analysis, business process management and business process engineering/reengineering experience in business modelling experience in business architecture and experience in integrated solution designs.

## Technical Competencies Description

Corporate Governance ICT Governance and Compliance Development Methodologies Development, Implementation and Integration Methodologies, including Testing, Packaging and Release IT Quality Management Business Process Management General Management, including Business, Human Resource Management and General Financial Management ICT Procurement practices IT Security and ICT Standards Legislative environment and IT Legislation COTS (Commercial of the Shelf) Products OSS (Open Source Software) Products Project Management Application Maintenance and Support Hosting and Converged Communication Enterprise architecture framework (TOGAF, Zachman, FEAF, MODAF, GWEA Framework, MIOS).

## Other Special Requirements

N/A

## How to apply

To apply please log onto the e-Government Portal: **[www.eservices.gov.za](http://www.eservices.gov.za)** and follow the following process;

1. Register using your ID and personal information;
2. Use received one-time pin to complete the registration;
3. Log in using your username and password;
4. Click on "Employment & Labour";
5. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs;

Or, if candidate has registered on eservices portal, access [www.eservices.gov.za](http://www.eservices.gov.za), then follow the below steps:

1. Click on "Employment & Labour";
2. Click on "Recruitment Citizen"
3. Login using your username and password
4. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs

For queries/support contact [egovsupport@sita.co.za](mailto:egovsupport@sita.co.za) OR call 080 1414 882

**CV`s sent to the above email addresses will not be considered**

**Closing Date: 14 September 2023**

## Disclaimer

SITA is an Employment Equity employer and this position will be filled based on the Employment Equity Plan. Correspondence will be limited to shortlisted 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 the right not to make an appointment.
- The appointment is subject to getting a positive security clearance, the signing of a balance scorecard 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.