



VACANCY - 2890

REFERENCE NR	:	VAC00367/27
JOB TITLE	:	Senior Business Analyst
JOB LEVEL	:	D2
SALARY	:	R 651 627 – R 977 440
REPORT TO	:	Lead Consultant
DIVISION	:	Application Development and Maintenance
DEPT	:	ADM: IFASS
LOCATION	:	SITA Centurion
POSITION STATUS	:	Permanent (Internal & External)

Purpose of the job

purpose of the Senior Business Analyst role is to lead the analysis of business processes, identify opportunities for improvement, and translate business requirements into effective system and operational solutions. The incumbent will act as a key liaison between business stakeholders and technical teams to ensure that organisational needs are accurately captured and implemented through efficient technology and process improvements.

Key Responsibility Areas

- Analyse the business domain area and propose optimization strategies to improve business performance.
- Manage the lifecycle of requirements managements.
- Develop the Business Solution Specification in accordance with ICT standards and the enterprise architecture for Government.
- Manage business analysis and design projects spanning multiple environments to ensure that it is successfully delivered.
- Participate in procurement of integrated IT solutions in accordance with ICT standards for Government, and within the SITA Supply Chain Management governance framework.
- Participate in execution of comprehensive software test activities in accordance with SITA Testing methodologies, techniques and Tools.
- Keep abreast of the latest industry developments and ensure that appropriate technologies are used for knowledge management to ensure innovation and improved productivity.

Qualifications and Experience

Minimum: 3 -Year National Diploma / Degree in Business, Computer Science, Information Systems, Technology and Engineering. A postgraduate qualification or professional certification in Business Analysis (e.g., CBAP, PMI-PBA) will be advantageous.

Experience: 6 -7 Years experience as a business analyst, requirement management and end-to-end business process modelling including business reengineering.

The experience must include the following:

- **Requirements Elicitation** - facilitate workshops and JAD sessions with diverse stakeholders to extract complex inter-connected requirements.
- **Stakeholder Management** - demonstrated success in managing stakeholder expectations including senior leadership and aligning business objectives with technology solutions.

- **Innovation** - deep understanding of IT systems and technological trends.
- **Communication** - exceptional written and verbal communication, with the ability to convey complex concepts to both technical and non-technical stakeholders.
- **Document Management** - develop user requirements, business requirement specifications, requirements traceability matrix, etc.
- **Project Delivery** - manage projects spanning across multiple environments to ensure successful delivery.
- **Testing** - participate in execution of comprehensive software test activities in accordance with best practice testing methodologies, techniques and tools.

Technical Competencies Description

Knowledge of: ICT legislation, policies and standards Financial Management Business Process Management Business Analysis Body of Knowledge Data Management ICT Supply Management practices Information System Security Project Management Enterprise Architecture frameworks (TOGAF, Zachman, FEAF, MODAF, GWEA) Testing methodologies Corporate Governance of ICT Development Methodologies Implementation and Integration Methodologies Commercial of the Shelf (COTS) products Open Source Software (OSS) products.

How to apply

To apply please log onto the e-Government Portal: **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, 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 **OR call 080 1414 882**

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

Closing Date: 24 April 2026

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.
- 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 performance contract, assessment recommendation, verification of the applicants` documents (Qualifications), and reference checking.
- Correspondence will be entered into with shortlisted candidates only.
- CV`s from Recruitment Agencies will not be considered.