

Advertisement

Business Analyst: Information and Communication Technology

The Wholesale and Retail Sector Education and Training Authority (W&RSETA) seeks to employ an **Business Analyst: Information and Communication Technology** who will report directly to the **Information and Communication Technology Executive** and be based at the **Head Office: Centurion**.

Grading: (Role Band: D3)

Salary: R1 212 664 (Total Cost to Company per annum)

The role of this position is to:

The business analyst is responsible for identifying with Business representatives ICT enablement solutions and ensuring alignment towards the W&RSETA strategy as well as value-based investments in the ICT enablement solution. Work with business to ensure there is a business project justification for the solution by guiding them in crafting business requirements, identifying quantitative and qualitative benefits that can be realised post the solution implementation.

Key Performance Areas will include but not limited to the following:

- The Business Analyst will be responsible for conducting feasibility assessments, documenting processes and facilitating workshops within the various business units to gain a better understanding of the IT environment with the intent to provide efficient solutions.
- Facilitate and engage with Business representatives to identify the business requirements for value-based solution enablement.
- Assist business to ensure there is a business justification for the solution as well as facilitates the benefits identification process.
- Engage with key business representatives to elicit requirements and design potential enablement solutions:
- Identify and priorities current and future business enablement needs.
- Identify high level user requirements and high-level design solutions scenarios.
- Monitor at a high-level projects progress to ensure adherence to the business case and defined benefits.
- Work with the business representatives to sequence the implementation of projects to ensure no duplication of efforts and value-based project delivery.
- Research and recommend process improvement opportunities.
- Assist business in identifying key benefits and facilitate the process with the business representatives to create a business case for the project.
- Ensure the benefits identification document is created with business and a high-level realization plan and benefits ownership is defined

- Monitor benefits tracking through the lifecycle of the project.
- Monitor benefits realization with the business users post project implementations.
- Understand the ICT investment plan and ensure that value based projects are implemented.
- Monitor project / programme progress against the investment plan to ensure tangible benefits are realized.
- Report against benefits realized versus benefits to be realized
- Report to internal business, ICT forums and the IT Steering committee.
- Represent the team at associated meetings. Obtain buy-in from executive management for all key projects plans, commitments, and changes including requirements, quality assurance plans, budget, schedule and scope changes.
- Solicit business requirements and report on project governance
- Manage and monitor benefits realized from the deployed solutions
- Meet customer internal customer requirements and ensure that solutions deployed are in line with the business requirements specifications.
- Make recommendations to senior management, project managers, project teams and business representatives. Define effective and efficient business solutions to highlight ICT enablement capabilities. Provide a consultative role to business / management on ICT project streams.

Minimum Qualifications and Experience

- A relevant Bachelor's degree in Computer Science, Information Systems, Industrial Engineering or other related field
- 10 to 20 years' experience in Information Technology and work experience with at least 15 years' experience in business analysis.
- Results driven.
- Sound knowledge of the PFMA, taxation, government expenditure and all relevant SETA legislation

Instructions to applicants

- All applications must be accompanied by certified copies of the ID and all educational qualifications and they should not be older than 6 months.
- Applications received after the closing date, will not be considered.
- The Wholesale and Retail SETA reserves the right not to make appointment(s) to the advertised post(s).
- The organisation will give preference to candidates in line with the Employment Equity goals.

NB: Please include the name of the position on the subject line of the email.

Only applicants who meet the minimum requirements of this position should apply, by forwarding their CVs for attention: Libokanyo Khumalo (Senior Manager: HR) at recruitment1@wrseta.org.za. The closing date for applications is: **1 June 2024**.