Business Analyst

Location: Johannesburg
Business Unit: Education

Role Description

The Business Analyst is required to work closely with clients, to understand the client's business and to gain an in depth understanding of the business requirements. The analyst is required to present solutions, that not only solve the immediate needs of the business, but solutions that fit into the strategic business and technical objectives of the client's organization.

Role Requirements

- Working with clients and other stakeholders to understand their needs and goals.
- Conduct business analysis to support business/ client needs.
- Translate business needs into conceptual requirements that the developers will use to develop software.
- Compile and maintain documentation that will be used to design and develop the system.
- Communicates information from Subject Matter Experts (SME) to the rest of the team responsible for constructing the solution.
- Ensure that the developed software conforms to the documented requirements and the ITS Integrator Standards.
- Conduct testing, which include unit testing and end to end testing, to verify software requirements are met.

Role Responsibilities

- Investigate and describe current business processes, identifying the organizational structure undertaking and supporting the business activities.

- Assess the risks, costs and potential benefits of alternative business process designs.

- Responsible for investigative work to seek effective business solutions, and organize their implementation through improvements in information systems, data management, processes, procedures, organization and equipment. Applies and monitors the use of required modeling analysis tools, methods and standards in an intelligent and effective way.

- Communicate with senior staff at the client and IS employees when required; conducting investigations at a high level for strategy studies, requirements specifications and feasibility studies.

- Utilize business experience and skills to assess and advice on the practicability of alternatives, marrying up technical limitations with operational realities.
- Take responsibility as needed for the detailed specification and modelling of recommended solutions using resources, standards, methods and tools as required.
- Specifying non-functional and reporting requirements.
- Write & maintain documentation which may include, specifications, enhancement notes, operating manuals, hand-over documentation and on-line help manuals.

Education & Qualification

- Appropriate tertiary qualification for a business analyst: Can be a 3-year degree or diploma.
- Must have a very good knowledge of finance processes and accounting.
- Must have a good knowledge of the duties involved in tertiary education's financial administration and management processes.
- Experience in writing Business Requirements Specification (BRS) and Functional Requirements Specifications (FRS).
- Proven exposure to Scrum Methodology and Waterfall Methodology.
- Driver's license.

Education, Qualification and Experience

- Minimum of 4 years of experience in an IT based analysis role.
- Minimum 3 years as Business Analyst.
- Working experience on ERP financial systems.
- Experience on the ITS Integrator Finance Suite of Products would be an advantage.

Adapt IT is committed to successfully implementing employment equity initiatives that actively promote our Broad-Based Black Economic Empowerment (B-BBEE) policy.

Closing date:	20 September 2019
Contact person:	Absai Gama
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Position status:	Open

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