



BUSINESS ANALYST

Reporting to General Manager ICT, the successful incumbent will form part of the Project Office and the Systems Development team. He/she will be responsible for Business Process Reengineering (BPR) and Project Management. BPR shall entail the definition of business requirements, the analysis thereof and the compilation of Business Specifications.

Primary responsibilities

- Gather and interpret business requirements;
- Prepare the requirements specifications;
- Participate in the solution design process;
- Analyse and define relevant business processes;
- Perform business analysis and process improvement within assigned solution project;
- Provide assistance to solution delivery on implementation and subsequent training;
- Assist with User Acceptance and Integration testing;
- Ensure that proposed test solutions cover all core aspects,
- Work on solutions supporting multiple Mining operations

Project Management Responsibilities

- Meet with clients to define requirements of the respective projects,
- Delegate project tasks to staff members based on individual strengths, skill sets and experience levels,
- Track project performance, specifically to analyze the successful adherence to the Critical Path,
- Meet budgetary objectives and make adjustments to project constraints based on financial analysis
- Develop comprehensive project plans to be shared with all stakeholders.

Requirements and experience

- BSc or equivalent from an industry recognized institution;
- 8 – 10 years' experience as a Business/Systems Analyst;
- Experience in communicating with clients and facilitating workshops;
- Experience in Model-Driven Design and Repository-Based Modelling tools will be an advantage;
- Knowledge of ERP systems (especially SAP) will be an advantage;
- Experience in Business Process Auditing will be an advantage;
- BSc Hons will be an advantage.



Personal attributes

- Articulate and an overall good communicator;
- A professional and polite individual;
- Excellent work ethic and a self starter;
- An innovator;
- Works well under pressure.

Knowledge & Skills

- Business Writing Skills;
- Presentation and Facilitation Skills;
- Data and Business Process Modelling skills,
- Leadership Skills.
- System Development Life Cycle (SDLC)'
- Quality Management,
- Risk Management.

Preference will be given to candidates whose appointment/promotion or transfer, improves/enhances representativity at AEMFC SOC Ltd.

Please send your CV to: **recruitment@aemfc.co.za**

The closing date for this position is **30 August 2019 @16h00**