



## **Business Analyst**

*Expert level of data analysis executing tasks with confidence and minimal support.*

*Salary Range: R25k – R45k per month, depending on skills and experience.*

### **Job Responsibilities:**

- Work alongside internal & external stakeholders to define and document functional requirements for new client engagements.
- Assist with process and system documentation to support Business Development and Application Development functions
- Analysis and manipulation of strategic mass data sets using analytical and statistical tools (Hands-on requirement)
- Use initiative to foresee and advise the business accordingly.
- Provide feedback to business and clients on data analysis findings.
- Ability to solve and analyse data and system exceptions, with the aim of continuous improvement.
- Assist in the definition of system enhancements and roadmap for strategic technology innovation.
- Assist with prioritisation of work with understanding of commercial feasibility and benefits
- May be required to provide database maintenance and development.

### **Job Requirements:**

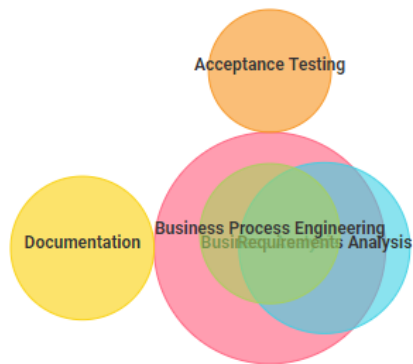
- A university degree or studying towards a relevant degree e.g. Computer Science, Information Systems, Informatics
- 2+ years BA Experience
- Database and SQL experience essential
- Experience in software development projects.
- Technical understanding of technology platforms and operating systems
- Programming knowledge an advantage.
- Good Microsoft Office knowledge
- Advanced Excel Skills Essential
- Analytical/Problem Solving skills
- Strong Attention to Detail
- Excellent verbal and written communication skills
- Ability to work under pressure and work according to deadlines

### **Attributes:**

- Self-managed
- Team player
- Uses own initiative
- Flexibility – positive response to change
- Ability to work under pressure and work according to deadlines
- Organised
- Assertive and Proactive
- Forward thinking/continuous improvement
- Results oriented – need to know what is required and take appropriate action
- Open to constructive criticism

## Company Relations:

- Comply with all company policies and operate within the given guidelines
- Work with and develop positive relationships with other employees and external clients/suppliers



*This chart shows the most popular skills for this job and what effect each skill has on pay.*