



**LGSETA**  
CREATING GREATER IMPACT

The LGSETA is established in terms of the Skills Development Act 1998, is licensed for a period of 5 years. The current license term expires on 31 March 2020. This is a fixed term contract of employment for a period of twelve months only.

**Business Analyst: Information and Communication Technology (1 POST) ref no BA/001**

The Business Analyst is responsible for the evaluation of business requirements for enterprise business application integration, service activation, and delivering new or modified software systems enhancements and/or integration solutions. Conducts and analyses business and information technology processes and prepares essential groundwork. Participates in the definition, testing, training, implementation, and support of system requirements. Identifies customer requirements, develops test schedules, reviews testing plans, and tracks and documents the development and results of these plans. Alerts project managers to potential risks and issues of importance. Uncovers client requirements via industry standard analysis techniques such as data flow modelling, case analysis, workflow analysis, functional decomposition analysis, data modelling, and object modelling. Solicits client requirements through interviews, workshops, and/or existing systems documentation or procedures.

**Job Requirements: Minimum:** Minimum: Diploma in Information Technology, Information Systems or related field (NQF level 6) and Business Analysis Certification

Ideal: B-degree in Computer Science, Information Systems, Information Technology, Informatics or related field (NQF level 7) and Business Analysis Certification. Four to six years of general business analysis experience required, in two industries within a consulting environment (i.e., working on projects for external clients) in a Windows or Open Systems environment.

Excellent interpersonal, oral/written communication and organizational skills

Two and a half years of experience with client/server-based systems (Unix, Windows, etc.) development, Java, Enterprise JavaBeans, SharePoint, CORBA, HTTP, HTML, XML, C++, etc.

Five or more years of project analysis experience.

**Key performance areas:** Analyse requirements, construct workflow charts and diagrams, study system capabilities and write specifications in the development of new programs; Define project requirements by identifying project milestones, phases, and elements, forming project team and establishing project budget; Maintain system protocols by writing and updating procedures; Provide references for users by writing and maintaining user documentation; Providing help desk support, training users; Determine the suitability of current and potential applications to the company environment and make the appropriate recommendations; and Manage project progress by tracking activity, resolving problems, publishing progress reports, recommending actions and ensuring project closure.

**Qualified and interested persons are invited to send their applications, stating the position of interest, including a comprehensive CV with reliable contact details to: Mrs. Lebo Magaela, e-mail: [careers@lgseta.org.za](mailto:careers@lgseta.org.za)**

For comprehensive details of the above vacancies, please visit the LGSETA Website: [www.lgseta.org.za](http://www.lgseta.org.za).

**Enquiries: (011) 456 8579.**

**THE CLOSING DATE: 22 SEPTEMBER 2017.**

NB. The LGSETA reserves the right not to make any appointment and should you not receive any correspondence from us by end November 2017, please consider your application as unsuccessful.

\* Only candidates meeting these criteria need apply.