

JOB TITLE	:	DATA ANALYST X3
REPORTS TO	:	SENIOR BUSINESS INTELLIGENCE (BI) SPECIALIST
BUSINESS UNIT	:	OPERATIONS
LOCATION	:	HEAD OFFICE: PRETORIA
POSITION STATUS	:	FIXED TERM
POSITION GRADE	:	C5

Purpose of the Job

The Data Analyst is responsible for contributing to the development and integration of approved Management Information System (MIS) dashboards and reports through analysing and transforming complex data, in line with company rules and regulations.

Job Responsibilities

Analytics Input and Support

- Contribute to the development, implementation, and continuous improvement of data and analytics-related processes, procedures and operational plans, in line with departmental and company goals.
- Provide input into data requirements, model-design specifications and needs to support enhancement of operational efficiency within the Analytics team.
- Stay abreast of and provide technical advice and guidance on innovative Business Intelligence (BI) tools, trends and new visualisation technologies in the market to promote ongoing innovation.

Data Analysis and Reporting

- Collaborate with the Senior Business Intelligence (BI) Specialist and Analytics teams to execute assigned projects by integrating advanced analytical outputs into reporting deliverables.
- Develop, maintain, and enhance Management Information Systems (MIS) reports, dashboards, and analytical outputs in collaboration with relevant stakeholders, ensuring achievement of project deliverables and objectives.
- Analyse datasets to identify trends, anomalies, and performance insights that support business decision-making.
- Review data to ensure integrity reliability is maintained across systems, escalating and proposing corrective action / solutions for review and obtain approval by the Senior BI Specialist before implementation of corrective actions.
- Support integration and monitor performance of approved reporting and analytical solution implementation.
- Identify and escalate any risks or concerns to the Senior Specialist for review, while proposing and obtaining approval of solutions for implementation.
- Prepare and present analytical findings and visual outputs in business-relevant format, to inform decision-making.
- Recommend improvements to enhance reporting efficiency, data presentation, and information accessibility.

Data Governance, Compliance and Quality Assurance

- Adhere to all data-governance and reporting standards in compliance with the Protection of Personal Information Act (POPIA), Financial Sector Conduct Authority (FSCA) requirements, and internal company policies, rules, and standards.
- Perform data-quality checks, validations, and reconciliations to maintain accuracy of reports and datasets.
- Maintain documentation of report structures, datasets, and data transformations in relevant data repositories to promote data hygiene, integrity, and reproducibility.
- Identify data risks, concerns, integrity issues, or compliance concerns to the Senior Business Intelligence (BI) Specialist for review and resolution.
- Support continuous improvement initiatives related to data quality, integrity, and governance frameworks.

Qualifications and Experience

- Bachelor's degree in Computer Science, Information Technology, Data Science, or a relevant field (NQF Level 7)
- Advanced degree or MBA preferred (Ideal)
- 3+ years of experience as a Data Analyst
- Experience in the Banking Industry (Advantageous)

Skills and Attributes

- Uncompromising integrity, honesty, and professional ethics.
- Respectful and professional conduct at all times.
- Strong personal accountability and ownership.
- A commitment to excellence in every deliverable.
- High levels of resilience and perseverance when facing obstacles.
- Self-motivation and the ability to operate independently.
- Continuous learning and intellectual curiosity.
- Loyalty to team objectives and organisational success.

Phase	Target Skills & Algorithms	Tech Stack Mapping
1. Core Data & BI Engineering	Database optimization, automated ETL pipelines, stored procedures.	SQL Server (SSMS, SSIS), Power Query
	Advanced data modeling, context filtering, row-level security, cloud deployment.	Power BI (DAX), Tableau
	Statistical profiling, macro migration, legacy predictive validation.	SAS
2. Predictive AI & Automation	Binary classification, feature engineering for upsell/cross-sell propensity modeling.	Python (scikit-learn, XGBoost), R, SQL Server
	Regression trees, ensemble learning, automated lead generation scoring engines.	Python, SQL Server, Power Query
	Survival analysis, lifetime value (LTV) estimation, NLP for service ticket intent.	Python (lifelines, HuggingFace), R, Power BI
3. Advanced Optimization & Geo	Location allocation algorithms, spatial clustering, spatial regression.	ArcGIS, Python (GeoPandas, PySAL)
	Constrained optimization, attribution modeling, marketing mix modeling (MMM).	Python (SciPy.optimize), R
	Bridging deep tech with executive business decisions, setting architectural patterns.	Full Ecosystem Transformation

How to Apply

If you wish to apply and meet the requirements, please forward your Curriculum Vitae (CV) to RecruitmentSN@Postbank.co.za. Please indicate in the subject line the position you are applying for. To view the full position specification, log on to www.postbank.co.za and click on Careers.

Closing Date

16 September 2026

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If you do not hear from the South African Postbank SOC Limited or its Agent within 3 months of this advertisement, please accept that your application has been unsuccessful. The South African Postbank SOC Limited reserves the right not to fill the positions or to re-advertise the positions at any time.

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