

JOB TITLE	:	SENIOR BUSINESS ANALYST
REPORTS TO	:	BUSINESS ANALYST SPECIALIST
BUSINESS UNIT	:	OPERATIONS / PROJECT MANAGEMENT OFFICE
LOCATION	:	HEAD OFFICE: PRETORIA
POSITION STATUS	:	FIXED-TERM CONTRACT (12 MONTHS)
POSITION GRADE	:	D2

Purpose of the Job

The Senior Business Analyst is responsible for driving strategic and tactical business analysis initiatives while integrating business architecture principles to ensure alignment between business strategy, capabilities, processes, and technology solutions.

This role bridges the gap between business needs and enterprise-wide solutions, enabling informed decision-making, capability development, and value realization across the organisation.

Job Responsibilities

- **Business Analysis Delivery**
 - Lead end-to-end business analysis activities across complex initiatives.
 - Elicit, analyse, and document business requirements (functional and non-functional).
 - Facilitate workshops, stakeholder engagements, and requirements validation sessions.
 - Translate business needs into clear, structured deliverables (BRDs, user stories, process models).
 - Ensure traceability from requirements through to solution implementation.
- **Business Architecture Alignment**
 - Map and model business capabilities, value streams, and processes.
 - Identify capability gaps and support capability maturity assessments.
 - Align initiatives to strategic objectives and enterprise architecture frameworks.
 - Contribute to the development and maintenance of the business architecture repository.
 - Support operating model design and transformation initiatives.
- **Strategic Analysis & Advisory**
 - Support business case development.
 - Conduct impact analysis for regulatory, process, and system changes.
 - Provide thought leadership on solution options and trade-offs.
 - Advise stakeholders on best practices in business analysis and architecture
- **Stakeholder Management**
 - Engage with senior stakeholders across business and IT.
 - Act as a trusted advisor and liaison between business units and delivery teams.
 - Manage expectations, resolve conflicts, and ensure alignment.
- **Process Improvement & Optimization**
 - Analyse current-state processes and design future-state improvements.
 - Apply lean methodology.
 - Drive efficiency, cost reduction, and customer experience enhancements

Qualifications and Experience

- Bachelor's degree in business, information systems or a related field (NQF Level 7)
- Honours (NQF Level 8) and above in related field preferred
- Experience in Business analysis
- Demonstrated experience in business architecture and/or operating model design
- Experience in the Banking Industry, within a complex matrix structure would be preferred
- IIBA or PMI endorsed Business Analysis certification
- TOGAF or Business Architecture certification

Knowledge and understanding of:

- Business analysis methodologies (Agile, Waterfall, Hybrid)
- Business architecture concepts (capabilities, value streams, operating models)
- Process modelling standards (e.g., BPMN)
- Stakeholder management principles

Skills and Attributes

Requirements elicitation and documentation, Business capability modelling, Process analysis and modelling (As-Is / To-Be), Stakeholder engagement and facilitation, Strong communication (verbal & written), Strategic thinking, Analytical mindset, Influencing and negotiation

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

25 May 2025

Disclaimers

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