



Position Description

Position Title:	Business Analyst
Position Classification:	Level 6
Position Number:	317961, 317964, 317965, 317966, 316967
Faculty/Office:	University IT
School/Division:	Strategy and Architecture
Centre/Section:	
Supervisor Title:	Manager (Portfolio)
Supervisor Position Number:	317940

Your work area

UWA is making significant investments in the Information and Technology Services to enable its strategic direction and goals. UWA is also looking to utilise technology advancements to expand its services and create new and innovative teaching and research models.

Robust, flexible, integrated and agile enterprise architecture, information and technology services are vital to enabling the university strategic objectives.

Reporting structure

Report to: Manager (Portfolio)

Your role

As the appointee you will operate independently and be responsible for the delivery of business analysis and requirements, process re-design and improvements to enable the successful delivery and maintenance of Information and Technology services. You are also responsible for establishing the testing strategies and plans for all solutions and services to ensure robust and consistent delivery across the University.

Your key responsibilities

Develop gap analysis, requirements elicitation (functional and non-functional), analysis and prioritisation, specification, management and traceability

Map business requirements and processes to the functionality of a product whilst identifying gaps and opportunities

Monitor the translation of business needs and requirements into technical and solutions requirements

Develop, refine and apply analytical tools, methods and techniques to support resource analysis; life-cycle cost estimation; cost-effectiveness analysis of alternatives; acquisition planning; program risk assessment; investment strategy/portfolio optimization; business process/model development

Support the development of testing strategies and user acceptance testing plans for solutions delivery projects

Embed a culture of service excellence, innovation and continuous improvement founded on cohesiveness, team work and flexibility

Other duties as directed

Your specific work capabilities (selection criteria)

Relevant tertiary qualification in a business discipline or equivalent competency

Knowledge of business analysis preferably BABOK, AGILE BA or equivalent

Substantial relevant technology experience in a Business Analyst role or a role requiring business process re-engineering and improvement in large and complex organisations

Demonstrated experience with business and technical requirements analysis, elicitation, modelling, testing and verification and methodology development

Demonstrated experience in establishing testing strategies and plans, business cases and investments options modelling at an appropriate level

Highly developed written and verbal communication skills

Highly developed organisational skills and demonstrated ability to set priorities and to meet deadlines

Proficiency in a range of computing skills including word processing, spreadsheets, databases, internet and email

Analytical and problem solving skills

Ability to build positive stakeholder relationships whilst always remaining fully customer focused

Knowledge of the Higher Education sector is desirable

Special requirements (selection criteria)

Current National Police Clearance Certificate

Compliance

Workplace Health & Safety

All supervising staff are required to undertake effective measures to ensure compliance with the Occupational Safety and Health Act 1984 and related University requirements (including Safety, Health and Wellbeing Objectives and Targets).

All staff must comply with requirements of the Occupational Safety and Health Act and all reasonable directives given in relation to health and safety at work, to ensure compliance with University and Legislative health and safety requirements. Details of the safety obligations can be accessed at <http://www.safety.uwa.edu.au>

Inclusion & Diversity

All staff members are required to comply with the University's Code of Ethics, Code of Conduct and Inclusion and Diversity principles. Details of the University policies on these can be accessed at <http://www.hr.uwa.edu.au/policies/policies/conduct/code>, <http://www.web.uwa.edu.au/inclusion-diversity>.



Position Description

Position Title:	Business Analyst
Position Classification:	Level 7
Position Number:	317961, 317964, 317965, 317966, 316967
Faculty/Office:	University IT
School/Division:	Strategy and Architecture
Centre/Section:	
Supervisor Title:	Manager (Portfolio)
Supervisor Position Number:	317940

Your work area

UWA is making significant investments in the Information and Technology Services to enable its strategic direction and goals. UWA is also looking to utilise technology advancements to expand its services and create new and innovative teaching and research models.

Robust, flexible, integrated and agile enterprise architecture, information and technology services are vital to enabling the university strategic objectives.

Reporting structure

Report to: Manager (Portfolio)

Your role

As the appointee you will work independently and coordinate the delivery of business analysis and requirements, process re-design and improvements to enable the successful delivery and maintenance of Information and Technology services. You are also responsible for establishing the testing strategies and plans for all solutions and services to ensure robust and consistent delivery across the University.

Your key responsibilities

Develop gap analysis, requirements elicitation (functional and non-functional), analysis and prioritisation, specification, management and traceability

Map business requirements and processes to the functionality of a product whilst identifying gaps and opportunities

Lead the translation of business needs and requirements into technical and solutions requirements

Develop, refine and apply analytical tools, methods and techniques to support resource analysis; life-cycle cost estimation; cost-effectiveness analysis of alternatives; acquisition planning; program risk assessment; investment strategy/portfolio optimization; business process/model development

Develop testing strategies and user acceptance testing plans for solutions delivery projects

Embed a culture of service excellence, innovation and continuous improvement founded on cohesiveness, team work and flexibility

Other duties as directed

Your specific work capabilities (selection criteria)

Relevant tertiary qualification in a business discipline or equivalent competency

Knowledge of business analysis preferably in BABOK, AGILE BA or equivalent

Substantial relevant technology experience in a Business Analyst role or a role requiring business process re-engineering and improvement in large and complex organisations

Demonstrated experience with business and technical requirements analysis, elicitation, modelling, testing and verification and methodology development

Demonstrated experience in establishing testing strategies and plans, business cases and investments options modelling at an appropriate level

Highly developed written and verbal communication skills

Highly developed organisational skills and demonstrated ability to set and manage competing priorities and to meet deadlines

Proficiency in a range of computing skills including word processing, spreadsheets, databases, internet and email

Ability to work independently, show initiative and lead and manage a team

Sound analytical and problem solving skills

Ability to build positive stakeholder relationships whilst always remaining fully customer focused

Knowledge of the Higher Education sector is desirable

Special requirements (selection criteria)

Current National Police Clearance Certificate

Compliance

Workplace Health & Safety

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THE UNIVERSITY OF
**WESTERN
AUSTRALIA**

Position Description

Position Title:	Senior Business Analyst
Position Classification:	Level 8
Position Number:	317961, 317964, 317965, 317966, 316967
Faculty/Office:	University IT
School/Division:	Strategy and Architecture
Centre/Section:	
Supervisor Title:	Manager (Portfolio)
Supervisor Position Number:	317940

Your work area

UWA is making significant investments in the Information and Technology Services to enable its strategic direction and goals. UWA is also looking to utilise technology advancements to expand its services and create new and innovative teaching and research models.

Robust, flexible, integrated and agile enterprise architecture, information and technology services are vital to enabling the university strategic objectives.

Reporting structure

Report to: Manager (Portfolio)

Your role

As the appointee you will work independently and manage the delivery of business analysis and requirements, process re-design and improvements to enable the successful delivery and maintenance of Information and Technology services. You are also responsible for establishing the testing strategies and plans for all solutions and services to ensure robust and consistent delivery across the University.

Your key responsibilities

Develop gap analysis, requirements elicitation (functional and non-functional), analysis and prioritisation, specification, management and traceability

Map business requirements and processes to the functionality of a product whilst identifying gaps and opportunities

Manage the translation of business needs and requirements into technical and solutions requirements

Develop, refine and apply analytical tools, methods and techniques to support resource analysis; life-cycle cost estimation; cost-effectiveness analysis of alternatives; acquisition planning; program risk assessment; investment strategy/portfolio optimization; business process/model development

Manage the development of testing strategies and user acceptance testing plans for solutions delivery projects

Embed a culture of service excellence, innovation and continuous improvement founded on cohesiveness, team work and flexibility

Other duties as directed

Your specific work capabilities (selection criteria)

Relevant tertiary qualification in a business discipline or equivalent competency

Knowledge of business analysis preferably in BABOK, AGILE BA or equivalent

Substantial relevant technology experience in a Business Analyst role or a role requiring business process re-engineering and improvement in large and complex organisations

Demonstrated experience with business and technical requirements analysis, elicitation, modelling, testing and verification and methodology development

Demonstrated experience in establishing testing strategies and plans, business cases and investments options modelling at an appropriate level

Excellent written and verbal communication skills

Excellent organisational skills and demonstrated ability to set and negotiate competing priorities and to meet deadlines

Highly developed analytical and problem solving skills

Ability to build positive stakeholder relationships whilst always remaining fully customer focused

Knowledge of the Higher Education sector is desirable

Special requirements (selection criteria)

Current National Police Clearance Certificate

Compliance

Workplace Health & Safety

All supervising staff are required to undertake effective measures to ensure compliance with the Occupational Safety and Health Act 1984 and related University requirements (including Safety, Health and Wellbeing Objectives and Targets).

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