



POSITION DESCRIPTION

Australian Broadcasting Corporation

Label	Description
Position Title:	BUSINESS ANALYST
Position no:	30003986
Team:	[Product & Technology]
Department:	Portfolio & Delivery Services
Location:	Ultimo
Reports to:	BUSINESS READINESS PRACTICE MANAGER 50062108
Classification:	Technologist
Schedule:	[Schedule A]
Roster cycle	[Non-Rostered]
Band/level:	[Band 7]
HR Endorsement:	6/06/2023

Purpose

To provide analysis of complex business processes and requirements in conjunction with detailed technical systems analysis to design information technology enabled solutions that address business needs resulting in business process improvements.

Key Accountabilities

- Take responsibility for the analysis and documentation of complex business scenarios to develop user business requirements and process designs for new systems and enhancements to existing systems, allowing stakeholders to achieve maximum efficiency in work processes.
- Champion user requirements throughout the development process, ensuring the business objectives are driving design and implementation decisions.
- Take responsibility for the quality of testing from a user acceptance perspective.
- Provide assistance for system and integration testing ensuring project deliverables meet agreed requirements.
- Identify and collaborate with relevant stakeholders to develop and deliver training programmes to meet identified needs and ensure project success.
- Ensure business processes are accurately represented in handover documentation and transition activities.

- Actively promote the ABC values and apply all relevant workplace policies and guidelines.
- Cooperate with any reasonable instruction, procedure or policy relating to safety and take reasonable care for your own safety and that of other people who may be affected by your conduct while at work. Additional WHS responsibilities apply to Managers and Supervisors, Team Directors, and other Officers.

Key Capabilities/Qualifications/Experience

1. Extensive business analysis experience in information technology and complex organisations.
2. Previous experience working on major and widely distributed projects, specifically on the development of detailed business and system requirements and workflows, design of user interfaces, functional specifications, design and implementation of test plans. Broadcast Software Application experience is desirable.
3. Highly-developed ability and experience in process modelling, data modelling and system design combined with an outstanding ability to apply theoretical technical knowledge to business requirements.
4. Ability to extract relevant information from both business and technical staff.
5. Ability to work as a team member on complex projects, effectively interacting with technical and non-technical stakeholders and developing good relationships.
6. Excellent written and oral communication skills, including ability to explain technical issues and clarify business requirements with a diverse group of project stakeholders.
7. Proven ability to conceptualise and think creatively, work independently to provide accurate estimates and work efficiently to meet project commitments and aggressive deadlines.
8. **ABC Principles:** Demonstrated commitment to the ABC Principles of We are ABC, Straight Talking, People Focused, Accountable and Open & Transparent.
9. **ABC Policies:** Understanding of the relevance and scope of ABC policies and the ABC Principles and a commitment to adhere to these; particularly in relation to complying with health, safety and wellbeing requirements in the workplace and acting in accordance with the ABC Principles.
10. **Diversity and Inclusion:** Ability to communicate effectively and build relationships with people from a range of diverse backgrounds.



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