



WE ARE HIRING

Durban



BUSINESS ANALYST

Bidvest Insurance is a Short-term insurer within the Financial Services division of the larger Bidvest Group and operates alongside other great companies such as Bidvest Bank, Bidvest Life, FMI, Compendium Insurance Brokers and others.

Bidvest Insurance is one of South Africa's fastest growing insurance companies and was founded in 1997. With the support of the larger Bidvest Group we have successfully expanded and evolved through our dedicated commitment to our values, customers, partners and staff. Interested individuals looking to join Bidvest Insurance can expect to join a young and energetic team that challenge convention and who are intent on building long term relationships with all stakeholders.

As one of South Africa's largest diversified industrial companies, your career aspirations with us are only limited by your own imagination.

Position Overview

The Business Analyst is required to assist in the implementation of new technology and to support the business with improving business processes in the most cost-effective way. They will be involved with the design and/or modifications of business and IT systems. The Business Analyst analyses and documents business needs and requirements through a structured process, modelling, validating and translating it into business requirement specifications that are used by business and IT to craft a technical solution.

What You'll Need



Attention to Detail

We like to keep our eyes on the prize at Bidvest Insurance! And that requires a strong need for attention to detail as it's the small things that can make a **BIG difference!**



Innovation

Here at Bidvest Insurance, we love to **challenge convention** and lead the way into the future! Leave that old trusty box at home and lets get creative



Think on your feet

Hand in hand with innovation, you need to be able to think on your feet. We work in a fast paced environment which often requires us to **adapt and think fast!**

Our Values

At Bidvest Insurance, we're all part of a BEVOLUTION where we live our values each and every day for the benefit of our colleagues, customers, partners, stakeholders and our environment.



Our curiosity drives us to constantly improve our business



Anyone can do ordinary, we do extraordinary



Treat everyone with respect, in & outside our company



We always do the right thing, even when no one is looking



We're enthusiastic in everything we do - our energy is infectious



We're committed to understanding our customers, partners and colleagues

Key Responsibilities

- ▶ Work on solutions supporting multiple business areas, integration points and many affected components.
- ▶ Required to work under general direction within a clearly defined accountability framework.
- ▶ Gather and interpret requirements from the business.
- ▶ Participate in the solution design process.
- ▶ Define the success criteria for solution testing.
- ▶ Analyse and translate relevant business processes.
- ▶ Provide assistance to solution delivery on implementation and training.
- ▶ Assist (when necessary) with systems testing.
- ▶ Ensure that proposed test solutions cover all aspects of delivered business specification.
- ▶ Documenting existing and new processes, providing improvements and analysis.
- ▶ Compile and maintain a risk register
- ▶ Manage progress of projects as assigned, using best practiced methodology.
- ▶ Co-ordinate and Manage workshops related to all critical systems between internal staff and external.

Qualifications

- ▶ Matric
- ▶ Relevant Tertiary IT Qualification or Certificate/ Diploma in Business Process Analysis
- ▶ Post Graduate Diploma in Project Management

Knowledge & Skills

- ▶ Direct work experience in Business Analysis.
- ▶ Proven experience in risk management.
- ▶ Proven experience in change management.
- ▶ Knowledge of both theoretical and practical aspects of project management.
- ▶ An analytical mindset with problem-solving skills.
- ▶ Experience in using Visio, MS projects.
- ▶ Minimum 3 - 5 years' experience as a Business Analyst
- ▶ Minimum 3 years' experience within the Financial Services or Insurance Industry (preferable)

Submissions:

Preference will be given to PDI candidates in line with our EE strategy.

Interested candidates to please submit their CV to: jobs@bidvestinsurance.co.za

Bidvest Insurance is an authorised Financial Services Provider

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