

**Job Title:** Solutions Analyst  
**Department:** Marketing and Solutions  
**Location:** Cape Town

### **Principle Accountabilities**

- Understanding the business scope, determining possible solutions and communicate recommendations
- Engage internal stakeholders to gather/review business requirements
- Develop and review software requirements, create user stories and ensures the ability of the implemented application to satisfy the requirements
- Experience in documenting integration requirements is essential
- Determine client requirements in order to recommend sustainable solutions.
- Assist the marketing and solutions teams to package Ontec's solutions to market
- To provide guidance in strategic solutions relating to core business processes
- Ensure solutions are justified in terms of value to the business.
- Design solutions and ensure they are technically viable.
- Identify economies of scale within the solutions organisation
- Maintain exceptionally strong relationships with key partners and stakeholders internally and externally to facilitate the delivery of Ontec's solutions to market

### **Capabilities**

- Ability to manage complex relationships at stakeholder level
- Ability to develop deep and effective relationships with strategic partners generating mutual trust and respect
- Strong commercial and business acumen
- Extensive working knowledge of Azure DevOps and working in an agile development environment
- Business Operations:
  - Document business requirements.
  - Identify gaps between new & existing business processes & applications & liaise with Solution Architects for resolutions.
  - Support project team members with systems knowledge
- Stakeholder relationship management.
  - Manage stakeholders by co-coordinating service level escalations.
  - Create visibility and communicate changes in Ontec's solution stack
  - Provide relevant communication to the respective stakeholders.

### **Qualifications and experience**

- Relevant tertiary qualification;
- Minimum 5 years business/systems requirements analysis experience
- Experience using prototyping tools such as Balsamiq (advantageous)
- Structured and well organised
- Attention to detail
- Ability to work under pressure