

Senior Business Analyst (multiple positions)

Employment Type

Contractor

RFQ ID

LH-03539

Closing Date

16.06.2025

Hiring organization

AMSA

Estimated Start Date

1 July 2025 – Tuesday.

Contract Duration

Initial contract of 12 months with possible two extensions of 12 months each.

Experience level

EL1 equivalent – Senior BA.

Working Location

Remote work from: ACT – Preference to spend at least 3 days a week in the office in order to liaise with team and stakeholders directly.

Responsibilities

Reporting to the Director – Enterprise Platforms and Project Manager/s (as applicable), the Business Analysts will work with IT project and internal resources, SMEs, business stakeholders and vendors with duties including, but not limited to:

- Business analysis and business solution design
- Development of high level, detailed, functional, non-functional requirements, user cases and scenarios
- Analysis and mapping of business processes, user pathways and information flows
- Acting as the conduit between business stakeholders, project teams and IT resources to deliver outcomes
- Contribution to continuous improvement activities across IT

Qualifications

This role is open to Australian Citizens or Permanent Residents (onshore). Temporary or work visa applicants will not be considered

Selection Criteria

Essential criteria

1. You MUST have minimum 5 years delivering business analyst services for government programs and/or projects (federal or state)
2. You MUST have demonstrated experience in technical writing producing high quality documents including requirements, guidelines, process maps and procedures
3. You MUST have highly developed communication skills including prioritisation, problem solving and relationship building
4. You MUST have business analyst certification (relevant industry standards)

5. You **MUST** have experience delivering solutions supporting legislative changes
6. You **MUST** have experience delivering change for vessel safety (road, air, maritime) or other applicable regulatory functions

Desirable criteria

1. You **SHOULD** have experience delivering analyst related activities related to incident, emergency or first responder management
2. You **SHOULD** have experience developing or providing input into business blueprinting or other detailed non-technical outcome focussed overview documentation
3. You **SHOULD** have experience facilitating scrums with project teams using Azure Dev Ops to capture deliverables and outcomes
4. You **SHOULD** have experience developing business solutions using Dynamics365, SmartIQ (previously Intelledox), HTML forms, identity management services, portals.

Contacts

In case you are interested in proceeding, please find below the requirements that are mandatory to finalize the submission.

- 1 Your updated resume – MS Word format
- 2 Desired Hourly contract rate inclusive super (PAYG or ABN)
- 3 Available start date:
- 4 Residency Status
- 5 Desired Location:
- 6 Current security clearance level if any;
- 7 Please confirm that we are solely representing you for this role: