

The SIOC-Community Development Trust (SIOC-CDT) was established in 2006 by Sishen Iron Ore Company (Kumba Iron Ore Limited), to invest in the development of the communities in which the company operates. The Trust focuses primarily on beneficiary communities adjacent to the Sishen Iron Ore Company's (SIOC) mining activities in the Northern Cape and Limpopo and invests significantly in community development projects aimed at ensuring sustainability beyond mining operations.

The organisation reserves the right not to fill this position.

Business Analyst
(Total package: Market Related Salary)
FIVE (5) Years Fixed-Term Contract
Centre: Kathu, Northern Cape

Job Summary

The position reports to the Programme Manager: Enterprise Development. The primary role of the incumbent in this role is to identify SMMEs business' needs and put in place practical solutions/interventions that will help SMMEs to change, adapt and grow and supporting the Enterprise Development Team with adhoc tasks. The incumbent will service four (4) municipalities in the Northern Cape and the Thabazimbi municipality in Limpopo.

Key performance areas:

- Provide relevant business advisory services and information to micro and small enterprises.
- Responsible for extensive financial analysis for SMMEs, as well as having a clear understanding of reporting and regulatory requirements, key success factors, and performance indicators.
- Consolidate the SMMEs financial data, provide recommendations taking into consideration the above and provide consolidated reports on all analysed businesses.
- Assess and analyse an SMMEs financials and business model to improve on profitability by reviewing budgets and making recommendations.
- Assist with refining operations and making recommendations that would increase efficiencies.
- Introduce processes that will change to save time and money in any small business.
- Responsible for leading the business analysis process, preparing requirements documentation, and managing change.
- Conducting proper research and analysis, and assist solve different business problems and integrate those solutions into the business systems.
- Understand the business goals of the SMMEs.
- Monitoring and evaluation of assisted SMMEs and compiling reports.

Minimum Requirements and Attributes:

Educational Qualification: NQF Level 6 qualification in Business Management/Commerce or related; 3 – 5 years' experience in business financials analysis or as a Business Consultant. Experience in working with SMMEs and a Valid Driver's licence. Having worked with SMMEs in rural environment or mining towns would be advantageous.

Competencies and Computer Literacy Required

Business Analysis Planning and Monitoring • Financial and business acumen • Good interpersonal skills • Strategy Analysis • Requirements Analysis and Design Definition • Problem solving skills • Planning skills • Team player • Organising skills • Decision-making skills • MS Word • MS Excel

Applications

For applications, please forward email stating the name of the position on the subject line with attachments of your CV and certified copies of qualifications (A SAQA certificate of evaluation must accompany foreign qualifications) to hr@sioc-cdt.co.za

Correspondence will be limited to shortlisted applicants only. If you do not hear from us within 10 days after the closing date, please consider your application as unsuccessful.

Enquiries: Thandiswa Matose in HR at 066 300 6038

Closing date: 19th May 2023

