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## IT BUSINESS ANALYST

Full Time Employment Opportunity

Reporting to the Director, Client Services, the IT Business Analyst works closely with business and technology stakeholders to elicit and document business, stakeholder, solution and transition requirements and assists Information Technology Services (ITS) staff to translate those requirements into quality technology solutions which meet organizational goals.

### Duties:

- Apply the business analysis body of knowledge to ensure effective solution requirements definition is completed in partnership with the business and ITS.
- Plan and monitor the business analysis effort to ensure it is conducted efficiently and effectively, including stakeholder analysis, determining which activities are necessary for the assignment, determining the process to manage requirements, and how progress will be assessed.
- Ensure the stakeholders' underlying needs, concerns, and work environment are understood.
- Elicit, refine and clarify the business requirements.
- Assess and validate proposed solutions; identify gaps and shortcomings, and determine necessary workarounds or changes to the solution.
- Manage and communicate requirements to ensure stakeholders and the project team remain in agreement on the solution scope; that conflicts, issues and changes are managed; that the knowledge gained is maintained for future use and that requirements are documented and communicated to stakeholders.
- Ensure that the project team implements a solution that meets the stakeholders' needs.
- Participate in the definition and preparation of software and/or services tenders, proposal evaluations, vendor selection and recommendation, business cases and feasibility studies.
- Accurately report project and/or development status to stakeholders and management.
- Work with stakeholders to ensure test strategies, plans, conditions and use cases meet requirements.
- Encourage a climate that supports diversity.
- Performs other duties as assigned.

### Primary Qualifications:

- Completion of a recognized degree or diploma in an IT related discipline or an equivalent combination of education, certification and experience.
- Enrolment in, or completion of, a recognized business analysis certificate or diploma program.
- A minimum of one (1) to two (2) years' experience in a computing environment.
- Demonstrated ability to analyze and solve problems, understand business principles and practices, communicate effectively, facilitate and negotiate.
- Knowledge and experience with the Business Analysis knowledge areas: Business Analysis Planning and Monitoring, Elicitation, Requirements Management and Communication, Enterprise Analysis, Requirements Analysis, and Solution Assessment and Validation.
- Maintain active membership in the International Institute of Business Analysis (IIBA) or Project Management Institute as a Professional in Business Analysis (PBA).
- Ongoing professional development and upgrading is required to maintain designations and stay current with changes in the industry.
- Strong organizational skills and experience working in a team environment.
- Previous training in an IT related discipline.
- The core competencies for this position include achieving quality results, adaptability/managing change, communication, customer service, decision making and problem solving, integrity and building trust, teamwork and cooperation and valuing diversity. These competencies are deemed important for the success of the position and organization.

### Secondary Qualifications:

- Bilingual (French/English) language skills.
- Experience working in an agile development environment.
- Previous experience in the gaming, retail and/or distribution industries, financial or human resources functions.
- Industry credentials as a Certified Business Analyst Professional (CBAP), Professional in Business Analysis (PBA) or Certified Computer Business Analyst (CCBA).

**Salary:** \$31.37-\$38.59  
**Bargaining Unit:** CUPE  
**Location:** Milt Stegall Drive

Individuals should apply by completing our online application form at [www.mbl.ca/jobs](http://www.mbl.ca/jobs) or by submitting a resume and application to:

**Email:** [careers@mbl.ca](mailto:careers@mbl.ca)

**Mail:** Human Resources  
1555 Buffalo Place  
Winnipeg, Manitoba R3C 2X1

All applications are due by: **February 24, 2019.**

*We thank all interested applicants, however, only those selected for interviews will be contacted.*