



## **Job description**

### **Department of Finance Office of State Revenue**

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**Position number 00009768**

**Senior Systems Analyst**

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#### **Position details**

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Classification/level	Level 5
Award/agreement	PSA
Organisation unit	Business Systems Team
Physical location	Perth Metropolitan Area
This role supervises (FTE)	0

#### **Reporting relationships**

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Supervisor	
Position number	00030955
Position title	Senior Information Technology Consultant
Classification/level	Level 6

#### **Keyword description**

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Under limited direction, undertakes comprehensive systems delivery work including the analysis, programming and co-ordination of systems and Web applications, including directing the activities of staff allocated to the development and/or maintenance.

## Organisational context

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The Department of Finance's vision is driving practical, cost-effective and quality outcomes across government to benefit Western Australians.

Our values reflect our vision, who we are and how we go about our business. We want our people to be inspiring and influential, passionate and committed, honest and respectful, and bold and innovative.

The Department of Finance encompasses a variety of businesses:

- Office of the Director General
- Strategic Projects
- Building Management and Works
- Government Procurement
- Office of State Revenue
- Strategy and Coordination
- Corporate Services

This role is positioned within **The Office of State Revenue (OSR)**. OSR's primary role is in the administration of revenue laws in a fair and efficient manner for the community of Western Australia. This involves the collection of payroll tax, duties, land tax and a range of statutory based revenues on behalf of other State and Commonwealth agencies, as well as the payment of various grants and subsidies including the first home owner grant.

Further information on Finance business units is available by visiting [www.finance.wa.gov.au](http://www.finance.wa.gov.au).

## Work description

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### COMPUTER SYSTEMS

Undertakes the analysis, design, programming and specification of information systems to meet client needs and according to standards.

Undertakes comprehensive systems delivery work including the co-ordination and direction of the activities of staff as allocated for all development and/or maintenance of systems.

Consults with senior user management, negotiates requirements and identifies performance indicators.

Negotiates system acceptance with user management.

Designs, develops and implements information systems to satisfy Departmental requirements.

Conducts the implementation and post implementation review of computer based systems and ensures that they meet the requirements of the Department.

Supervises the programming, implementation and maintenance of systems by departmental staff and/or private contractors and ensures that they are in accordance with Departmental standards.

Liaises with Departmental management and other Departments and organisations in the development and implementation of computer based systems and, when required, represents the Branch on Departmental Steering Committees.

Attends training courses as directed and maintains continuous research into systems development.

Responsible for staff performance management, training and development.

Undertakes such systems analysis and/or computer programming as directed

Reports progress on project work on a regular basis.

Ensures that systems are developed according to the standards and methodologies employed by the Department.

Defines testing strategies and provides advice to users on suitable test strategies.

#### OTHER

Ensures good human resource management and risk management principles are practised in accordance with Departmental policies and guidelines.

Performs other duties as directed.

This position applies equal opportunity, occupational safety and health and ethical principles and practices in all aspects of this role whilst assisting in providing a fair, safe, enjoyable and innovative workplace.

#### **Work related requirements**

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##### **Essential:**

Highly developed interpersonal and communication skills (oral and written, including report writing).

Proven experience in the development of Web based applications.

Proven experience in an Oracle Development environment using PL/SQL, Oracle relational database together with development platforms for Oracle Forms / Reports and/or Oracle JDeveloper for Java Enterprise Edition (JEE) with Oracle Application Development Framework (ADF).

Proven leadership skills or demonstrated ability to successfully lead a system development team.

Proven problem solving and analytical ability.

Proven planning, organisational and scheduling ability.

Experience in systems analysis, design, programming and implementing of information systems in a commercial or government environment.

Experience using a systems development methodology.

##### **Desirable:**

Possession of or progress towards an appropriate tertiary qualification.

**Pre-employment requirements**

Australian Permanent Residency status is a minimum requirement for permanent appointment to the WA Public Sector. However, for appointment on a fixed term contract or casual basis, applicants only require a valid Work Visa for the duration of the entire advertised term.

**Appointment is subject to:**

100 point identification check; and

Criminal Records Screening clearance

**Special equipment/requirements**

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NIL

**Certification**

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Verified by: *Geraldine Bergeon HRC 13/08/18*