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| Position Title: | Business Analyst | Position Number: | Generic |
| Salary & Level: | Level 4 PSCSAA 2019 | Last Update: | August 2020 |

The Organisation

Lotterywest has been giving Western Australians the chance to dream for more than 85 years. We're the only lottery in Australia, which is State Government owned and operated, with the majority of money spent on lottery tickets being returned to the community through prizes and grants.

Thanks to those that purchase our games and the hard work of over 500 retailers that sell them, our grants are a vital source of support for Western Australia's public hospitals, sports, the arts, local government authorities and thousands of not-for-profit groups.

The vision 'Building a better Western Australia together', has been the foundation of our operation since 1932 and enables us to continue delivering value to our State and remaining a Western Australian icon.

About the Lotteries Business Unit

The Lotteries Business Unit comprises four (4) sections: Development & Assurance, Operations & Support, Marketing & Sales; and Analysis & Monitoring. We develop, manage and operate our local and national games, our various channels [retail and digital], and we support and service our customers [retailers, players and the general public].

Key Focus Areas of Position

Reporting to the Manager Projects and Business Analysis, the Business Analyst is responsible for the interpretation of business needs, identification of business impacts and development of project deliverables. The role has the following key areas of focus:

- Business Improvement
- Impact Analysis
- Project Support
- Service Delivery
- Change and Implementation Support
- Stakeholder Management

Key Responsibilities

- Contributes to the effective delivery of projects and business improvements by translating business needs, quantifying business impacts, assuring technical documentation, supporting change and implementation and contributing to integration activities
- Develops project deliverables in collaboration with subject matter experts, including; business cases, business requirements, models, frameworks, impact assessments, traceability matrices, procurement documentation, implementation plans and project closure documents
- Facilitates the development of project estimates, including the liaison with internal and external service providers
- Contributes to idea evaluation and proof of concept development to increase confidence in the outcomes of business proposals
- Contributes to the development and continual improvement of frameworks and processes for the Projects and Business Analysis team
- Assists in coaching and supports peers in the delivery of projects and business analysis services
- Develops and maintains effective working relationships with internal and external stakeholders
- Undertakes other duties as required

Mandatory/Special Role Requirements

Police Clearance

Essential Selection Criteria

1. Demonstrated business analyst experience within a mid-tier organisation
2. Demonstrated experience with the development of project deliverables across the project delivery lifecycle
3. Sound analytical, conceptual and problem-solving skills
4. Awareness of business agility concepts and practices.
5. Demonstrated interpersonal skills and the ability to work collaboratively with internal and external stakeholders to achieve business outcomes
6. Sound written and verbal communication skills with the ability to confidently present messages in a clear, concise and articulate manner

Authorised by:



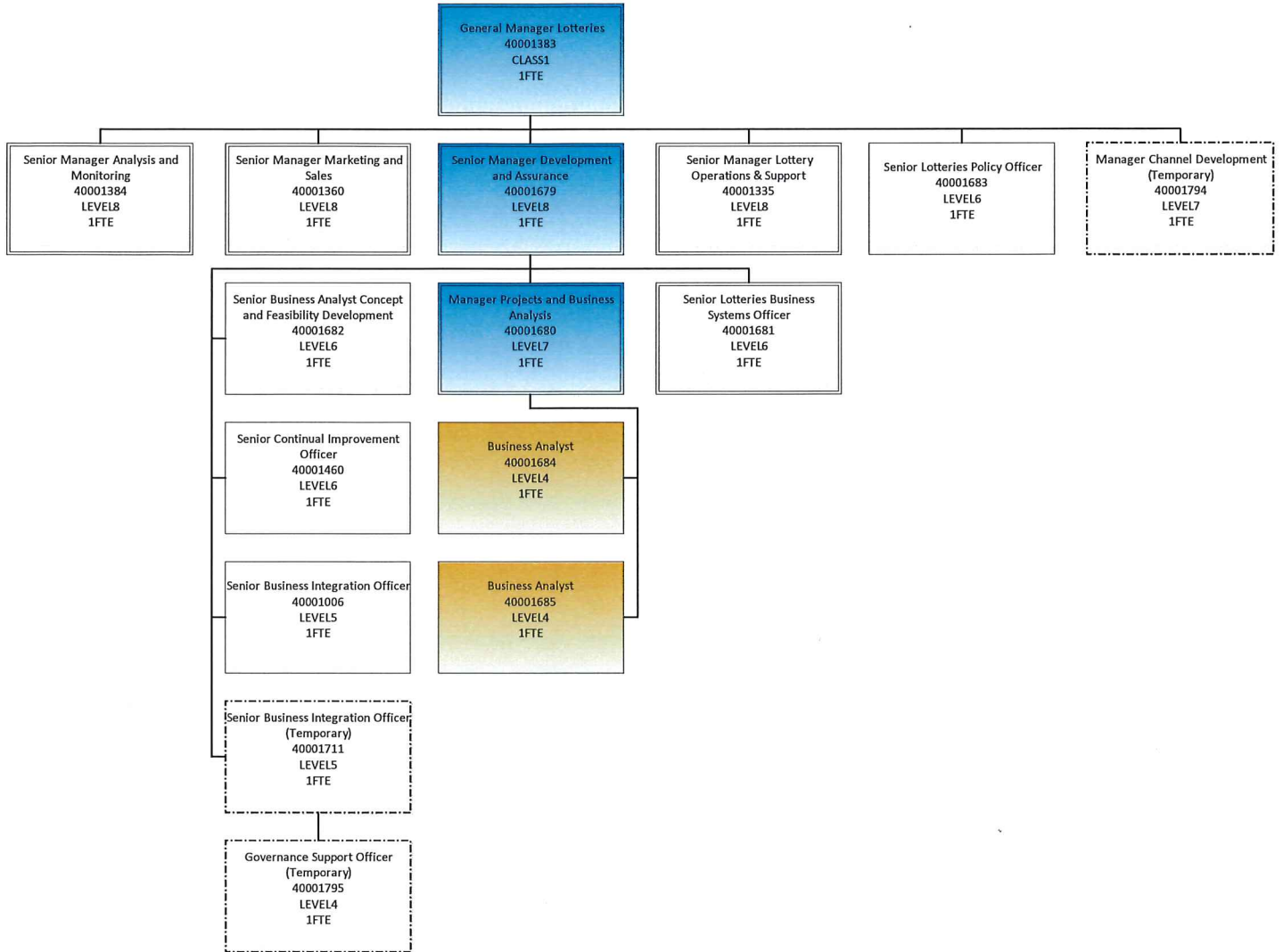
IOANNIS GEROTHANASIS
GENERAL MANAGER LOTTERIES

Date: 21/08/2020



Role Statement

Reporting Relationship



| Direct Reports | Indirect reports |
|----------------|------------------|
| 0 | 0 |

