



## CITY POWER WORKPLACE

City Power Johannesburg SOC Limited is a municipal entity wholly owned by the City of Johannesburg. City Power commenced operations on 01 January 2001 and is responsible for electricity distribution within its area of supply in the City of Johannesburg.

### Enterprise Support Group

## Application Analyst SAP Workflow (X1) Ref: 004

### TASK Grade 12

### Reporting to – Team Leader: Applications

#### Purpose

Support the business on the functional aspects of the SAP solution. To ensure the SAP ERP Solution is designed, maintained and improved so as to support business requirements. Provide the business user community with research and advice on new functionality within the specific functional area, with the view of improving and supporting business processes.

#### Key responsibilities

- Provide Specialized SAP Functional Support on Designated Module(s)
- Ensure that functional are issues resolved and closed and documentation is up to date and complete
- Monitor system batch jobs etc, month end procedures etc
- Monitor system interfaces into SAP
- Resolution of calls within agreed time frames
- Create and execute mass data upload tools
- Create and execute special needs reports for eg. SAP Queries and table downloads
- Provide cross functional support for other modules within the division
- Oversee third party support function i.e. monitor quality of solution delivered
- Alignment of SAP technology with business requirements
- Business benefit realisation
- Effectively designed solutions
- Properly tested solution
- Up to date Documentation (enhancements/ innovation)
- Proposed Solution based on business requirements
- Gathered and analyzed enhancement requirements
- Creation of Functional specifications

- Participation in bid, evaluation and adjudication committees
- Identify objects for authorisation and role creation
- Testing conducted in terms of City Power testing standards
- Correction of errors and configuration changes to ensure seamless integration into production system
- Elimination of errors after application of support packs
- Customization/Configuration of new functionalities
- Testing at DR sites
- Assess impact of intended changes
- Identify training needs and develop and maintain training manuals and guides conforming to City Power standards
- Train business users and application analysts
- Verification of access requirements
- Ensure resolution of systems audit findings and address audit findings and repeat audit findings
- Assist with SAP profile and role formulation
- Conduct need analysis to meet business requirements and ensure effectively designed solutions according to business specification
- Ensure proper alignment between SAP and third party systems
- Business Benefit realisation
- Ensure developed and monitored SAP integration touch points
- Ensure maintained configuration library
- Project participation and compilation of ;
  - Business Case
  - Project Charter
  - Project Plans
  - Status Reports
  - Project Closure Reports
  - Business Benefit Report
- Provide support in people management

## **Competencies**

### **Behavioural Competencies**

- The ability to exhibit courage and resilience when confronted with issues, opposition, ethical dilemmas or failures.
- The ability to demonstrate commitment to City Power's core values and principles.
- The ability to emphasise collaboration, teaming, and cooperation in operations.
- The ability to feel pride and ownership for the success and brand of City Power.

### **Functional Competencies**

- The discovery and communication of meaningful patterns in data by using systems thinking to investigate the complex relationships between seemingly unrelated data sets.
- Knowledge and ability to evaluate, negotiate, procure, track, and manage IT assets including software licenses and computer leases.
- Modelling ability that is used to integrate and transform fragmented organisational systems, applications, work processes and organisational structures into a holistic reflection of the business environment, helping management to be responsive to industry wide challenges and change.
- Knowledge and ability to ensure there are adequate technical and departmental safeguards to protect the continuity of IT infrastructure services by the implementation of IT security principles, methods, practices, policies and tools that are used in securing IT resources including information and operations security, physical security, department continuity/disaster recovery planning, methods to deal with security breaches and security assessment in a technical environment.
- The study or use of systems for storing, retrieving, and sending information. Ability to prioritise and approve City Power investment in information technology (IT) applications and systems.

- Provides direction and guides on Infrastructure and technical services related project programmes through the effective planning, management, monitoring and evaluation of specific activities in order to ensure effective development and execution of programmes/ projects.
- Knowledge and ability to apply architecture theories, principles, concepts, practices, methodologies and frameworks.

### Minimum qualifications

- National Diploma in ICT or the equivalent and SAP Certification, or the equivalent.

### Related Minimum Experience

- 5 year's experience
- Business process experience in the applicable SAP functional area. Prior configuration experience will be added advantage

---

### In case of further information regarding this advertisement (**circular 005/2019; Ref 004**), please contact:

Team: Talent Acquisition Tel (011) 490 -7398/ (011) 490-7103/ (011) 490-7394 / (011) 490-7099

Kindly forward your detailed CV's via **E-MAIL**: [recruitment.enterprisesupport@citypower.co.za](mailto:recruitment.enterprisesupport@citypower.co.za) by no later than 20 August 2019 13h00

### Note:

- City Power is an Employment Equity Employer; therefore preference for this position will be given to candidates whose appointment will enhance representivity (especially Gender and Disability). If you do not hear from us within 2 months of the closing date, you may assume that your application was unsuccessful.
- Applicants must note that further checks will be conducted once they have been shortlisted and that their appointment will be subject to positive outcomes on these checks, which include qualification authentication, criminal records and previous employment.
- City Power reserves the right not to fill the position or to re-advertise it. Where applicable, candidates may be expected to undergo psychometric assessments.
- It is the applicant's responsibility to have their foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to provide the evaluation results.
- Please include copies of your qualifications with your application.
- No walk-ins for this advert only emailed and faxed CV's will be acceptable.