National Student Financial Aid Scheme

Job Specification & Recruiting Profile of Vacancy

30 October 2026

The following vacancy exists at NSFAS in Cape Town.

Position	Data Analyst	**Type & Grade**	Permanent, C3
Vacancy No	17 of 2026/27	**Department & Unit**	ICT, Data Management

POSITION OVERVIEW:

Responsible for collecting, processing, and performing statistical analysis on large data sets to identify trends patterns and correlations that can inform organizational decision-making and performing root cause analysis. The responsibilities include data collection and cleaning, statistical analysis, creating reports and visualizations for non-technical audiences, collaborating across departments to support data driven decisions and ensuring data quality.

RESPONSIBILITIES:

Data Analysis and Interpretation

- Gather data from primary and secondary sources, then reorganise this data in a format that can be easily analysed.

- Collect and analyse complex data sets to identify trends, patterns, and insights.
- Translate business requirements from stakeholders into measurable and actionable KPIs.
- Provide clear and concise reports to stakeholders, highlighting key findings and recommendations
- Review and ensure integrity of data, performing data profiling and data modelling to understand and identify anomalies.
- Responsible for data analysis activities including data mining, trend analysis, extracting actionable insights that support decision making.
- Contribute to the development of strategies to improve data collection, analysis and reporting processed within across departments/stakeholders.

Data warehousing

- Design and develop Datawarehouse dimensions and facts.
- Ensures integrity of the data received.
- Design, build and deploy solutions to automate monotonous data management tasks and help others get the most out of data management systems by providing support and advice.
- Build and manage extract, transform and lLoad (ETL) jobs in support of interfaces between the organization's business application systems and data warehouses.

Reporting and Dashboard Development

- Build Interactive dashboards and reports using BI tools (e.g. Power BI) to facilitate data-driven decision-making.
- Design and develop reports.
- Create compelling data visualizations that effectively communicate insights to both technical and

non-technical audiences.

- Develop and maintain data models to support reporting and analysis needs.
- Support collection of business requirements using a variety of methods such as interviews, document analysis, and workflow analysis to express requirements clearly and succinctly.
- Participation in organizational AI efforts

Collaboration and Communication

- Collaborate with cross-functional teams to understand business requirements and ensure BI solutions align with organizational goals.
- Communicate findings and insights in a clear and understandable manner to stakeholders at various levels.
- Train end-users on basic functionality

Continuous Improvement.

- Stay abreast of industry trends and best practices in data analytics.
- Identify opportunities for process improvements and automation to enhance efficiency.
- Continuous learning and research of best practice development in data modelling, profiling, validation, integration, match & merge solutions and/or packages.

Risk and Compliance

- Ensure data accuracy, integrity, and security by implementing and adhering to data governance policies and procedures.
- Evaluate internal processes for efficiency, problems, and inaccuracies.
- Responsible for the handling, processing, and cleansing of data.

- Support the implementation of identified key controls and established risk mitigation procedures.
- Work closely with IT and other relevant teams to address data quality issues.
- Assist with policies and procedures for the collection and analysis of data.

DESIRED SKILLS AND EXPERIENCE

Minimum requirements:

- NQF Level 7 in data science, Engineering, Project Management or related.
- 4-6 Years' experience in the ICT Domain of which at least 3 should be focused on Data Analysis
- Advanced knowledge of SQL/Python/BI.
- Technical proficiency regarding database design, data models, techniques for data mining and segmentation.
- Proficiency in statistics and statistical packages like Excel
- Advanced experience in database management.

Preferred

- NQF Level 8 in Data Science Engineering or related Degree.
- Data Engineering Certifications
- Cloud Computing Certifications
- Project management Skills
- Knowledge of the higher education sector
- Knowledge of SSSIS

- Knowledge of data warehousing
- In depth knowledge of automation, database querying and stored procedure.

Skills and Competencies:

- Problem-solving skills
- Planning skills
- Organising skills
- Communication skills
- Analytical thinking

PLEASE NOTE

Closing date: 13 November 2026

Interested applicants must complete and submit an Employment Application Form available on the NSFAS website. The form must be supported by a detailed Curriculum Vitae which includes amongst other things the vacancy name/position title you are responding to, copies of academic qualifications, Identity Document, and names of three contactable referees. The response must be addressed to the following email address: **jobs@nsfas.org.za**

The NSFAS does not consider late applications. The NSFAS talent acquisition team only corresponds with Shortlisted Candidates. Should you not hear from the NSFAS talent acquisition team within 2 months from the closing date, please consider your application unsuccessful. Appointments will be made in line with the NSFAS Employment Equity goals and targets