

# Technical Business Analyst

To support the next phase of The Resilience Project's growth, we are seeking an experienced Technical Business Analyst to develop our future technology roadmap and support ongoing technical projects.

- **Flexible work hours (4-5 days/week)**
- **12-month contract (with possibility of extension)**
- **Working from Collingwood, VIC**
- **Reporting to Head of Operations**

## About TRP

The Resilience Project (TRP) purpose is to “inspire happiness and change lives”. We teach positive mental health strategies to help people become happier and more resilient.

Through education and workplace programs, podcasts, events, the TRP app and wellbeing journals we share the benefits of gratitude, empathy and mindfulness and simple ways to practice these to support positive mental health.

We have delivered programs to over 1500 schools around the country and worked with many elite sporting teams, including the Australian cricket, netball and soccer teams, NRL and AFL clubs.

## Life at TRP

At TRP, we are driven to have an impact through everything we do. We are guided by our values - **humble, inclusive, passionate, professional and curious** - and aim to bring positivity to work every day.

We have a **great team**. We genuinely care about each other, love a bit of friendly banter and are always willing to help.

We have **flexibility**. We look after each other and the people that are important to us. That's why we provide great flexibility to balance work and life.

We have **autonomy**. Our strong working relationships are centred around trust. We are outcomes driven, believe in our abilities and trust each other to deliver.

## About the role

To support the next phase of The Resilience Project's growth, we are seeking an experienced Technical Business Analyst to review our current architecture, develop our future technology roadmap and support ongoing technical projects.

## What will you be doing?

- **Business Collaboration:**
  - Collaborate with people across the business to understand opportunities and needs
  - Lead workshops and meetings to elicit requirements, assess solution options and drive decision-making processes
  - Review and triage team support requests as required
- **Technical Collaboration:**
  - Work closely with an existing web developer to translate business requirements into functional specifications for development
  - Develop data flow diagrams, wireframes, user stories, and other documentation to clarify requirements
- **Project Management:**
  - Prioritise development tasks in line with business needs and team capacities
  - Provide technical updates during internal meetings
- **Testing and Release Management:**
  - Complete user acceptance testing prior to new feature releases
  - Develop communications, train and support team members post-release on new systems and processes
- **Digital Transformation:**
  - Proactively review, research and propose technical solutions and architecture improvements to support sustainable business growth and efficiencies.

## About You

We are looking for someone who shares the TRP values and is passionate about our purpose to “inspire happiness and change lives”.

You'll need to thrive in a fast-paced, dynamic environment, be driven to achieve outcomes, proactively lend a helping hand and bring a positive, can-do attitude to your work.

Our ideal candidate will also have:

- Experience as a Technical Business Analyst or similar
- Experience or interest in managing a web developer
- Proficient in business process modelling, data analysis, and requirement documentation.
- Familiarity with API integrations and cloud technologies.
- Excellent communication skills with the ability to simplify complex technical concepts for non-technical stakeholders.
- Strong problem-solving skills with the ability to think strategically and identify creative solutions.
- Ability to log into new systems and platforms to troubleshoot issues and triage as necessary.
- Experience in the Wordpress ecosystem is a plus.

## Interested?

If this opportunity sounds like the right fit for you, please click on the following link to submit your application **before 9am on Monday 18th November**:

[Click here to apply](#)

If you have any specific questions about this opportunity, please contact Emma at [emma@simplyhr.net.au](mailto:emma@simplyhr.net.au).