

CURRICULUM VITAE

Introducing

Personal details

Full names:	Cecilia Monageng
Position applied for:	Lead Business Analyst
Nationality:	South African
ID number:	8711271196085
EE Profile:	African female
Languages:	English
Area of residence:	Pretoria West
Date of birth:	27 November 1987
Notice Period:	Immediate
Rate/Salary:	R <i>(Bill rate to Nedbank which is inclusive of the pay rate to the Contractor)</i>

Executive summary

Overview:

Cecilia started her career as a graduate in Nedbank and spent most of her growing years there. She now presents herself with 6+ years' experience and has since matured into a Senior Business Analyst.

She has a positive outlook in life and is passionate about Business Analysis. She is a good communicator which enables her to overcome any type of conflict. She has a strong understanding and working experience with Agile Methodology and believes that this is the best way of working to achieve success.

She is looking at taking on new challenges and believes she can help accelerate your organisations growth with the skills and knowledge she has obtain over the years.

Qualifications

Qualification	Institution	Date
Bachelor's degree in Applied Mathematics	University of South Africa	2006-2011
Matric Certificate	Bokgoni Technical High School	2005

Certificate/Training

- Pre-foundation level certification
- ARIS
- BPMN
- MS Visio
- Skore
- Stakeholder Management
- Facilitation Skills
- Change Management
- Influential Business Communication
- Nedbank New Ways of Work
- Communications skills
- Time management

Career summary

Company	Position	Start date	End date
Metrofile	Business Analyst	2021/08	Current
Nedbank (Unsecured Lending BITE)	Business Analyst	2015/05	2019/06
Nedbank (Unsecured Lending)-Permanent	Business System Specialist	2014/01	2015/04
Nedbank	Graduate in the Nedbank Graduate Programme	2013/01	2013/12

Skills summary

Skill name	Skill level	Years
Leadership and Mentoring	3	3
Stakeholder Management	4	6
Business Analysis	4	6
Project Management	3	2
Team Management	3	3
Communication	3	6
Facilitation	3	6
Compliance	2	1
Problem Solving	3	6
Business Planning	3	5
Business Documentation and Processes	4	6
Agile Methodology	4	4
Innovation	4	5
Jira	3	3
Visio	4	6
SQL	2	2

Skill level key	
Appropriate training only	1
Limited practical experience	2
Solid practical experience	3
Extensive experience	4
Expert	5

Detailed career history

Company name	Metrofile		
Job title		Start date	End date
Business Analyst		2021/08	Current
Summary			
<ul style="list-style-type: none">Assist with the development of business cases for initiatives and projects to portray their feasibilityAnalyse and optimise end-to-end processes that are signed off by the business, to identifying opportunities to improve business processes by designing and documenting new and existing business processes through the compilation of process maps for existing and new business rulesIdentify process improvementsProducing a functional requirements definition document (FRS) as input to the development requirements of projects and initiativesProducing use casesCompilation of a report specification documentRequirements elicitation and analysisProcess mapping (As-Is and To-be)Conducting JAD sessions and workshopsCommunicating with various business stakeholders, obtaining their sign-off on projectProvide solutions to new ideas, trends and concepts as well as document requirements for products, processes and systemsMaintain good relationships with business stakeholders (business users, change management resources, developers, testing and training teams)Escalate issues to stakeholders ensuring that delivery timelines are not compromised by identifying breakdowns in the system or process which impacts the businessProvide test packs which include a test plan, test strategy, test cases and test summaryConduct various levels of testing including functional, regression, user acceptance testing to assess current business rules, processes and procedures			
Reason for leaving			

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Company name	Nedbank (Unsecured Lending BITE)-Permanent		
Job title		Start date	End date
Business Analyst		2015/05	2019/06
Summary			
<ul style="list-style-type: none"> • Working in both Waterfall and Agile environments • Identify process improvements • Producing user journeys and stories • Requirements elicitation and analysis • Attending all the Agile Scrum ceremonies and facilitating the backlog refinement and sprint planning ceremonies • Support Product Owners and UX/UI designers • Process mapping (As-Is and To-be) • Conducting JAD sessions and workshops • Communicating with various business stakeholders, obtaining their sign-off on projects • Maintain good relationships with business stakeholders (business users, change management resources, developers, testing and training teams) • Reviewing test cases and providing sign-off • Supporting the testing team and assisting with UAT • Designing mock-ups for the first Nedbank Unsecured Lending digital application • Assist with designing training material for Call Centre agents and Branch Consultants 			
Reason for leaving	Resigned to pursue personal interests		

Company name	Nedbank (Unsecured Lending) - Permanent		
Job title		Start date	End date
Business System Specialist		2014/01	2015/04
Summary			
<ul style="list-style-type: none"> • Producing Change Requests (CRs) as input to the development requirements of projects and initiatives. • Supporting system users on change control and system updates • Assist with the designing and documentation of business processes • Analyse and document new and existing end-to-end business processes that are signed off by the business • Provide test cases and scenarios for implemented systems and test projects and system changes in the various environments and assess current business rules, processes and procedures • Conduct functional and regression testing also assisted with UAT testing 			
Reason for leaving	Appointed as a Business Analyst		

Company name	Nedbank		
Job title		Start date	End date
Graduate in the Nedbank Graduate Programme		2013/01	2013/12
Summary			
<ul style="list-style-type: none"> • Understand different business areas within Nedbank Unsecured Lending and systems used via business processes and engaging with stakeholders and business users • Log and track business changes from requirements sign-off until the change is implemented in production • Assist the Testing team with functional, regression and UAT testing • Understand the different process mapping tools within the department 			
Reason for leaving	Appointed as a Business System Specialist		