

CONTENTS

There are currently **four (4) permanent positions** available (one position is available in each role identified below). Please click the link to take you to the job profile for additional information on each position.

<u>DIRECTOR – DATA SERVICES</u>	. Page 2
DIRECTOR - DIGITAL STRATEGY AND GOVERNANCE	Page 6
<u>DIRECTOR – TECHNOLOGY</u>	Page 10
DIRECTOR – CLIENT SERVICE DELIVERY	Page 13



JOB PROFILE POSITION # 00091792

TITLE: DIRECTOR – DATA SERVICES CLASSIFICATION: BAND 4

MINISTRY: TRANSPORTATION AND INFRASTRUCTURE BRANCH: INFORMATION MANAGEMENT

SUPERVISOR TITLE: EXECUTIVE DIRECTOR & CIO

SUPERVISOR POSITION #: 00041550

CONTEXT

The Ministry of Transportation and Infrastructure (MoTI) plans transportation networks, provides transportation services and infrastructure, develops and implements transportation policies, and administers many related acts, regulations and federal-provincial funding programs. The Ministry strives to build and maintain a safe and reliable transportation system and provide affordable, efficient and accessible transportation options for all British Columbians. This work includes investing in road infrastructure, public transit, cycling network improvements and other green modes of transportation, reducing transportation-related greenhouse gas emissions, and strengthening the economy through the movement of people and goods. The Ministry invests in highway rehabilitation and side road improvements, which includes road resurfacing, bridge rehabilitation and replacement, seismic retrofits, intersection improvements and upgrades to smaller side roads to help connect communities.

Within the Ministry of Transportation and Infrastructure, the Information Management Branch (IMB) is part of the Strategic and Corporate Priorities (SCP) division. The SCP division's mission is to be a trusted partner using talent and technology to collaboratively lead and facilitate cross-ministry and corporate initiatives that support innovation, service excellence, and an engaged workforce. To support the mission, the IMB is leading the delivery of user-centered digital data products in partnership with ministry programs to support an effective and integrated transportation system.

JOB OVERVIEW

Reporting to the Executive Director, the Director, Data Services leads a team to maximize data as a ministry asset to inform decisions, safely and securely. The Director has overall responsibility for data management, information privacy and data security.

- Leads the develop of techniques for quality data collection to ensure adequacy, accuracy and legitimacy of data.
- Leads the development and implementation of the Ministry's strategic data actions that will inform how the
 ministry uses data to inform decision making and enhance service delivery and aligning with corporate digital
 and data strategic plans.
- Develops and leads the implementation of efficient and secure procedures for data handling and analysis with attention to all technical aspects.
- Leads the monitoring and analyzes information and data systems and evaluates their performance.
- Leads the assessment of system performance and makes recommendations for software, hardware and data storage improvements.
- Provides leadership in managing information as a vital business resource, by setting major long-term strategic priorities for data architecture and guiding data governance for the ministry.

- Leads branch data and spatial architecture and standards by setting goals, objectives and work plans and ensures the effective management of staff and budget.
- Maintains familiarity with corporate data policies and standards, future architectural directions for Government, corporate initiatives, enterprise applications, internal/external interfaces and sector business requirements.
- Oversees the Data Administration function to meet evolving needs by overseeing the planning, coordination, development, implementation and enhancement of the ministry's standards for data architecture, administration, integration, modelling, spatial data, data warehouse, and metadata repository.
- Represents MoTI on cross-government data management and information technology issues and policy development often requiring coordination of a variety of activities with other ministries, SSBC and central agencies.
- Oversees data architecture development and implementation ensuring alignment with enterprise principles, including introducing new technologies to support business applications.
- Advises senior management staff and the Chief Information Officer regarding the data and information security approaches, and recommends necessary enhancements, solutions and approaches.
- Oversees the application of access controls in all systems and environments, information security reviews, audits, co-ordination with Office of the Chief Information Officer (OCIO) on security and privacy breaches, and ensures appropriate remediation is taken.
- Provides key input for the ministry's Business Continuity Program.
- Plans, coordinates and manages ministry-wide information security development, enhancement and maintenance projects.
- Develops briefing notes and delivers presentations and advice to senior executives and stakeholders on critical operational issues, priorities and initiatives.
- Supervises staff including assignment of work, development and evaluation of performance plans, approval of leave, response to grievances and initiation of discipline processes.

EDUCATION AND EXPERIENCE

- A degree in business, operations management, public administration, natural resource management, information management, computer science or a related degree.
- An equivalent combination of education and experience may be considered.
- A minimum of 3 years leading in a digital and data service delivery environment that resulted in increased engagement and service outcomes.
- Experience in the creation, improvement, and/or management of a modern digital organizational environment with a wide network of clients and internal/external partners.
- Managing budgets, contracts and/or expenditures including contract and procurement management.
- Supervising staff including assignment of work, development and evaluation of performance plans, approval of leave, response to grievances and initiation of discipline processes.

Preference may be given to candidates with experience in one or more of the following:

Note: A preference has been identified for each of the Director roles and is identified (in brackets) below.

- Experience managing and delivering governance or strategic plans for digital or data products leading to organizational results. (Digital Strategy and Governance)
- Experience in client services through leveraging service management tools and processes. (Client Service Delivery)
- Experience in harnessing data insights to provide recommendations for clients. (Data Services)
- Experience in software development and delivery including remediating technical debt. (Technology)
- Experience leading change management activities in transformation initiatives.
- Candidates with 2 or more years in one or more areas of experience listed above.

Proviso:

• Successful completion of security screening requirements of the BC Public Service, which may include a criminal records check, and/or Criminal Records Review Act (CRRA) check, and/or enhanced security screening checks as required by the ministry.

KNOWLEDGE, SKILLS & ABILITIES:

- Knowledge of Government legislation and IM/IT policy and standards, including those related to system development, project/program management and finance.
- Ability to handle confidential issues with tact and diplomacy.
- Ability to handle high pressure, time sensitive issues quickly and accurately.
- Excellent oral and written English communication skills; presentation skills and attention to detail when communicating.
- Ability to manage multiple priorities and consistently produce results within timelines.
- Conflict management, negotiation, influence and issues management skills.
- Supervisory skills and the ability to provide inspirational leadership, manage performance, provide coaching, motivation and corrective action when necessary.
- Ability to use standard office software applications.

- Creating and managing change involves knowledge and skills to manage in the organization through setting direction and urgency, building a coalition of support, communicating widely, handling resistance to change and facilitating implementation of successful change actions.
- **Solving problems creatively** involves knowledge and skills in fostering creative problem solving in the organization through critical reflection, problem analysis, risk assessment and rewarding innovation.
- **Designing strategy and structure** involves knowledge and skills in the analysis of the environment, size of the organization, strategy and use of technology.
- **Building a trust-based relationship** requires a fundamental understanding that "relationship" is the foundation from which all activities happen and that building a good relationship takes time and commitment. It is a

willingness to build a personal relationship in addition to a professional one, participating in open exchanges of experiences and culture. It requires a genuine, non-controlling approach and relies upon demonstrated integrity and transparency. Building a trust-based relationship requires a high level of consciousness of the experience of Indigenous people with Crown relations. It assumes that strengths abound in Indigenous people, cultures, and communities.

• Managing organizational resources is the ability to creatively think about allocation of organizational resources (e.g., people, materials, assets, funding) to support the self-determination of Indigenous people. It may involve taking strategic risks with organizational resources, and incorporating ingenuity to maximize results. It includes the ability to look for improvements that do not require significant resourcing while committing to fully resourcing when indicated. It is collaborating with Indigenous people to ensure that resources are allocated based on existing and further interests of their people and communities. It incorporates a means of measuring results relevant to both the BC Public Service and Indigenous people.



TITLE: DIRECTOR - DIGITAL STRATEGY AND GOVERNANCE CLASSIFICATION: BAND 4

MINISTRY: TRANSPORTATION AND INFRASTRUCTURE WORK UNIT: INFORMATION MANAGEMENT BRANCH

SUPERVISOR TITLE: EXECUTIVE DIRECTOR & CIO SUPERVISOR POSITION #: 00041550

CONTEXT

The Ministry of Transportation and Infrastructure (MoTI) plans transportation networks, provides transportation services and infrastructure, develops and implements transportation policies, and administers many related acts, regulations and federal-provincial funding programs. The Ministry strives to build and maintain a safe and reliable transportation system and provide affordable, efficient and accessible transportation options for all British Columbians. This work includes investing in road infrastructure, public transit, cycling network improvements and other green modes of transportation, reducing transportation-related greenhouse gas emissions, and strengthening the economy through the movement of people and goods. The Ministry invests in highway rehabilitation and side road improvements, which includes road resurfacing, bridge rehabilitation and replacement, seismic retrofits, intersection improvements and upgrades to smaller side roads to help connect communities.

Within the Ministry of Transportation and Infrastructure, the Information Management Branch (IMB) is part of the Strategic and Corporate Priorities (SCP) division. The SCP division's mission is to be a trusted partner using talent and technology to collaboratively lead and facilitate cross-ministry and corporate initiatives that support innovation, service excellence, and an engaged workforce. To support the mission, the IMB is leading the delivery of user-centered digital data products in partnership with ministry programs to support an effective and integrated transportation system.

JOB OVERVIEW

The Director of Strategy & Governance develops and maintains strategic relationships with MoTI clients to improve overall Digital Governance, planning and prioritization. The Director of Strategy & Governance provides leadership to the planning, development, delivery and evaluation to a range of regulations and/or policies, including the new standards for Digital Operating Model and the BC Digital Principles. The Director provides oversight to the department's corporate reporting, finance operations and procurement activities.

- Establishes strategic relationships with management and executive level clients in MoTI to lead the achievement of ministry strategic IM/IT objectives, and the design and implementation of Digital business solutions that align with ministry strategic business plans and corporate direction.
- Engages with clients in the ministry to support an Digital application vision, ensure alignment with ministry, sector and corporate direction, address business issues and determine Digital investments in business systems.
- Leads or participates in the development and implementation of new legislation, regulations, policies, best management practices, guidelines, tools and systems.
- Develops and directs the implementation and evaluation of performance standards, service levels and operations.

- Provides technical and strategic leadership to managers and staff in the application and interpretation of legislation, regulations and/or policies.
- Leads and contributes to the development, negotiation and delivery of partnerships, protocols, agreements or memorandums of understanding with other ministries, agencies, levels of government, institutions and stakeholders to address or resolve management issues or further ministry objectives.
- Provides strategic leadership or management of controversial, complex or politically sensitive projects, files and special initiatives, and provides provincial coordination and oversight of urgent or emerging issues.
- Represents the ministry at public, stakeholder, industry, academic and cross government forums, regional, provincial and international levels, with the authority to negotiate solutions.
- Ensures compliance with related legislation, regulation, policies and guidelines.
- Accountable for Digital capital and operating budget planning and management within the MoTI portfolio specific to Digital business planning, application development and maintenance and software licensing.
- Develops briefing notes and delivers presentations and advice to senior executives and stakeholders on critical
 Digital issues, priorities and initiatives.
- Ensures priorities, resources and accountabilities are in the best interests of the Branch, Division and the MoTI executive and consistent with the priorities established by the CIO.
- Represents MoTI on cross-government information management and information technology issues and policy development often requiring coordination of a variety of activities with other ministries, OCIO and central agencies.
- Oversees management of financial resources for IT projects and services, as appropriate for respective client portfolios.
- Identifies contract requirements for delivery and support of projects and provides direction on contract negotiations and procurement activities.
- Develops, negotiates, and manages contracts for special initiatives; monitors work performed under contract to ensure that deliverables meet requirements.
- Ensures that service delivery provider's policies and processes meet ministry standards and policies. Resolves or escalates issues arising with the provider through the joint governance structure.
- Supervises staff including assignment of work, development and evaluation of performance plans, approval of leave, response to grievances and initiation of discipline processes.
- Manages ministry Digital Governance committee, scheduling, priorities, decisions, secretariat functions.

EDUCATION AND EXPERIENCE

- A degree in business, operations management, public administration, natural resource management, information management, computer science or a related degree.
- An equivalent combination of education and experience may be considered.
- A minimum of 3 years leading in a digital and data service delivery environment that resulted in increased engagement and service outcomes.

- Experience in the creation, improvement, and/or management of a modern digital organizational environment with a wide network of clients and internal/external partners.
- Managing budgets, contracts and/or expenditures including contract and procurement management.
- Supervising staff including assignment of work, development and evaluation of performance plans, approval of leave, response to grievances and initiation of discipline processes.

Preference may be given to candidates with experience in one or more of the following:

Note: A preference has been identified for each of the Director roles and is identified (in brackets) below.

- Experience managing and delivering governance or strategic plans for digital or data products leading to organizational results. (Digital Strategy and Governance)
- Experience in client services through leveraging service management tools and processes. (Client Service Delivery)
- Experience in harnessing data insights to provide recommendations for clients. (Data Services)
- Experience in software development and delivery including remediating technical debt. (Technology)
- Experience leading change management activities in transformation initiatives.
- Candidates with 2 or more years in one or more areas of experience listed above.

Proviso:

 Successful completion of security screening requirements of the BC Public Service, which may include a criminal records check, and/or Criminal Records Review Act (CRRA) check, and/or enhanced security screening checks as required by the ministry.

KNOWLEDGE, SKILLS & ABILITIES:

- Knowledge of Government legislation and IM/IT policy and standards, including those related to system development, project/program management and finance.
- Excellent oral and written English communication skills; presentation skills and attention to detail when communicating.
- Ability to manage multiple priorities and consistently produce results within timelines.
- Conflict management, negotiation, influence and issues management skills.
- Supervisory skills and the ability to provide inspirational leadership, manage performance, provide coaching, motivation and corrective action when necessary.
- Ability to use standard office software applications.

- Creating and managing change involves knowledge and skills to manage in the organization through setting
 direction and urgency, building a coalition of support, communicating widely, handling resistance to change and
 facilitating implementation of successful change actions.
- **Solving problems creatively** involves knowledge and skills in fostering creative problem solving in the organization through critical reflection, problem analysis, risk assessment and rewarding innovation.
- **Designing strategy and structure** involves knowledge and skills in the analysis of the environment, size of the organization, strategy and use of technology.

- Building a trust-based relationship requires a fundamental understanding that "relationship" is the foundation from which all activities happen and that building a good relationship takes time and commitment. It is a willingness to build a personal relationship in addition to a professional one, participating in open exchanges of experiences and culture. It requires a genuine, non-controlling approach and relies upon demonstrated integrity and transparency. Building a trust-based relationship requires a high level of consciousness of the experience of Indigenous people with Crown relations. It assumes that strengths abound in Indigenous people, cultures, and communities.
- Managing organizational resources is the ability to creatively think about allocation of organizational resources (e.g., people, materials, assets, funding) to support the self-determination of Indigenous people. It may involve taking strategic risks with organizational resources, and incorporating ingenuity to maximize results. It includes the ability to look for improvements that do not require significant resourcing while committing to fully resourcing when indicated. It is collaborating with Indigenous people to ensure that resources are allocated based on existing and further interests of their people and communities. It incorporates a means of measuring results relevant to both the BC Public Service and Indigenous people.

CLASSIFICATION: BAND 4



TITLE: DIRECTOR – TECHNOLOGY

MINISTRY: TRANSPORTATION AND INFRASTRUCTURE

BRANCH: INFORMATION MANAGEMENT

SUPERVISOR TITLE: SENIOR DIRECTOR & CTO

SUPERVISOR POSITION #: 00133238

CONTEXT

The Ministry of Transportation and Infrastructure (MoTI) plans transportation networks, provides transportation services and infrastructure, develops and implements transportation policies, and administers many related acts, regulations and federal-provincial funding programs. The Ministry strives to build and maintain a safe and reliable transportation system and provide affordable, efficient and accessible transportation options for all British Columbians. This work includes investing in road infrastructure, public transit, cycling network improvements and other green modes of transportation, reducing transportation-related greenhouse gas emissions, and strengthening the economy through the movement of people and goods. The Ministry invests in highway rehabilitation and side road improvements, which includes road resurfacing, bridge rehabilitation and replacement, seismic retrofits, intersection improvements and upgrades to smaller side roads to help connect communities.

Within the Ministry of Transportation and Infrastructure, the Information Management Branch (IMB) is part of the Strategic and Corporate Priorities (SCP) division. The SCP division's mission is to be a trusted partner using talent and technology to collaboratively lead and facilitate cross-ministry and corporate initiatives that support innovation, service excellence, and an engaged workforce. To support the mission, the IMB is leading the delivery of user-centered digital data products in partnership with ministry programs to support an effective and integrated transportation system.

JOB OVERVIEW

Reporting to the Senior Director, the Director Technology manages design, standards and direction for applications and technical architectures for the Ministry of Transportation and Infrastructure (MoTI), as well as provides leadership in the development and application of IM/IT standards and quality assurance processes.

- Provides strategic direction and leadership for the efficient and customer focussed delivery of the IM/IT architecture for MoTI applications, digital services and data, ensuring reliability.
- Leads branch architecture and standards by setting goals, objectives and work plans and ensures the effective management of staff and budget.
- Provides advice to executive on alternatives and solutions, product evaluation, risk assessment and cost benefit analysis of existing and future information technology infrastructure.
- Maintains familiarity with GCIO policies and standards, future architectural directions for Government, corporate initiatives, enterprise applications, internal/external interfaces and sector business requirements.
- Directs the development of systems, automated solutions, standards and processes to ensure a comprehensive and consistently high level of IM/IT service delivery and to minimize risk.

- Engages with clients in the ministry to support an IM/IT application vision, ensure alignment with ministry, sector and corporate direction, address business issues and determine IM/IT investments in business systems.
- Ensures priorities, resources and accountabilities to be in the best interests of the Branch, Division and the Ministry and to be consistent with the priorities established by the CIO.
- Develops and maintains expertise regarding OCIO's technological infrastructure, future architectural directions for Government, cross government applications, internal/external interfaces and sector business requirements.
- Represents MoTI on cross-government information management and information technology issues and policy development often requiring coordination of a variety of activities with other ministries, SSBC and central agencies.
- Oversees technical and application architecture development and implementation ensuring alignment with enterprise principles, including introducing new technologies to support business applications.
- Ensures priorities, resources and accountabilities to be in the best interests of the Branch, Division and the Ministry and to be consistent with the priorities established by the CIO.
- Develops briefing notes and delivers presentations and advice to senior executives and stakeholders on critical operational issues, priorities and initiatives.
- Supervises staff including assignment of work, development and evaluation of performance plans, approval of leave, response to grievances and initiation of discipline processes.
- Experience leading in the identification of priorities and ability to communicate technology impacts throughout decision making process.
- Works in an agile, product-focused development environment with UX/Service Designers, Delivery Managers, and Developers to iteratively create and improve digital products and services.

EDUCATION AND EXPERIENCE

- A degree in business, operations management, public administration, natural resource management, information management, computer science or a related degree.
- An equivalent combination of education and experience may be considered.
- A minimum of 3 years leading in a digital and data service delivery environment that resulted in increased engagement and service outcomes.
- Experience in the creation, improvement, and/or management of a modern digital organizational environment with a wide network of clients and internal/external partners.
- Managing budgets, contracts and/or expenditures including contract and procurement management.
- Supervising staff including assignment of work, development and evaluation of performance plans, approval of leave, response to grievances and initiation of discipline processes.

Preference may be given to candidates with experience in one or more of the following:

Note: A preference has been identified for each of the Director roles and is identified (in brackets) below.

 Experience managing and delivering governance or strategic plans for digital or data products leading to organizational results. (Digital Strategy and Governance)

- Experience in client services through leveraging service management tools and processes. (Client Service Delivery)
- Experience in harnessing data insights to provide recommendations for clients. (Data Services)
- Experience in software development and delivery including remediating technical debt. (Technology)
- Experience leading change management activities in transformation initiatives.
- Candidates with 2 or more years in one or more areas of experience listed above.

PROVISO:

• Successful completion of security screening requirements of the BC Public Service, which may include a criminal records check, and/or Criminal Records Review Act (CRRA) check, and/or enhanced security screening checks as required by the ministry.

KNOWLEDGE, SKILLS & ABILITIES:

- Strong technical knowledge of service desk monitoring and reporting systems where the team
 provided desktop hardware and software support, remote management and troubleshooting for endusers.
- Ability to provide strategic direction for technical assessment, definition, prioritization, architecture, design and deployment of new products and services.
- Ability to interpret user data and feedback to design and implement changes to the digital product and/or service that significantly enhances users' experience.
- Ability to challenge and remove unnecessary barriers to product delivery.
- Knowledge of Government legislation and IM/IT policy and standards, including those related to system development, project/program management and finance.
- Excellent oral and written English communication skills; presentation skills and attention to detail when communicating.
- Ability to manage multiple priorities and consistently produce results within timelines.
- Conflict management, negotiation, influence, and issues management skills.
- Supervisory skills and the ability to provide inspirational leadership, manage performance, provide coaching, motivation, and corrective action when necessary.
- Ability to use standard office software applications.

- Creating and managing change involves knowledge and skills to manage in the organization through setting direction and urgency, building a coalition of support, communicating widely, handling resistance to change and facilitating implementation of successful change actions.
- **Solving problems creatively** involves knowledge and skills in fostering creative problem solving in the organization through critical reflection, problem analysis, risk assessment and rewarding innovation.

- **Designing strategy and structure** involves knowledge and skills in the analysis of the environment, size of the organization, strategy and use of technology.
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 from which all activities happen and that building a good relationship takes time and commitment. It is a
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 experiences and culture. It requires a genuine, non-controlling approach and relies upon demonstrated integrity
 and transparency. Building a trust-based relationship requires a high level of consciousness of the experience of
 Indigenous people with Crown relations. It assumes that strengths abound in Indigenous people, cultures, and
 communities.
- Managing organizational resources is the ability to creatively think about allocation of organizational resources (e.g., people, materials, assets, funding) to support the self-determination of Indigenous people. It may involve taking strategic risks with organizational resources, and incorporating ingenuity to maximize results. It includes the ability to look for improvements that do not require significant resourcing while committing to fully resourcing when indicated. It is collaborating with Indigenous people to ensure that resources are allocated based on existing and further interests of their people and communities. It incorporates a means of measuring results relevant to both the BC Public Service and Indigenous people.



TITLE: DIRECTOR - CLIENT SERVICE DELIVERY

MINISTRY: TRANSPORTATION AND INFRASTRUCTURE

SUPERVISOR TITLE: SENIOR DIRECTOR & CTO

CLASSIFICATION: BAND 4

BRANCH: INFORMATION MANAGEMENT

SUPERVISOR POSITION #: 00133238

CONTEXT

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JOB OVERVIEW

Reporting to the Senior Director, the Director, Client Service Delivery leads a team to enhance ongoing service delivery and service desk operations for products and services. The Director is responsible for managing strategic partnerships and relationships with ministry clients and stakeholders, leading the planning, development and delivery of services and leading the strategic transformation of the organization to support new or enhanced service delivery. The Director works in collaboration with senior leaders and IMB colleagues while leading a multi-disciplinary team of IM/IT professionals.

- Leads the development of strategic plans to influence, educate, and engage staff, stakeholders, and clients on transformative programs and initiatives. Identifies potential and actual issues of concern, and develops mitigation strategies. Provides leadership in ensuring that division programs/client service relationships are reflective of strategic and operational plans.
- Directs the planning, development, implementation, and evaluation of a range of major projects to support strategic priorities and facilitate implementation of change management, communications, and engagement plans. Develops strategic approaches to support the successful implementation and acceptance of transformative change and ensures that decisions, commitments, and follow-up concerns are managed.

- Develops and directs the implementation and evaluation of performance standards, service levels and operations.
- Implements policy and recommends changes and improvements to policies.
- Establishes and maintains effective working relationships with all ministry groups, external agencies and organizations, local government offices, and the private sector.
- Directs, negotiates and manages professional service contracts.
- Ensures priorities, resources and accountabilities to be in the best interests of the Branch, Division and the Ministry and to be consistent with the priorities established by the CIO.
- Develops briefing notes and delivers presentations and advice to senior executives and stakeholders on critical operational issues, priorities and initiatives.
- Supervises staff including assignment of work, development and evaluation of performance plans, approval of leave, response to grievances and initiation of discipline processes.

EDUCATION AND EXPERIENCE

- A degree in business, operations management, public administration, natural resource management, information management, computer science or a related degree.
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- A minimum of 3 years leading in a digital and data service delivery environment that resulted in increased engagement and service outcomes.
- Experience in the creation, improvement, and/or management of a modern digital organizational environment with a wide network of clients and internal/external partners.
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KNOWLEDGE, SKILLS & ABILITIES:

- Strong technical knowledge of service desk monitoring and reporting systems where the team provided application and software support, remote management and troubleshooting for end-users.
- Knowledge of Government legislation and IM/IT policy and standards, including those related to system development, project/program management and finance.
- Excellent oral and written English communication skills; presentation skills and attention to detail when communicating.
- Ability to manage multiple priorities and consistently produce results within timelines.
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