Title: Business Systems Solutions Specialist
Location: Surrey, BC

Job Summary:

Working in accordance with the organization's strategic vision, core values and leadership competencies, reporting to the Business Systems Planning Manager, this position is responsible to support and develop strategic objectives of designated business units in the provision of business systems analysis, process, organizational structure, design prototyping and related activities.

Key Accountabilities:

Establish and maintain relationships with designated business unit leaders to support strategic objectives in the provision of business systems analysis, process and related activities. Analyze and assist the business with defining or designing of new business processes, functions, and organizational structures. Translate and align solutions to meet long term IS strategy and business unit objectives. Identify business unit's strengths and weaknesses and suggest areas of improvement, including technology, processes and organization.

Elicit requirement using interviews, document analysis, requirements workshops, surveys, site visits, business process descriptions, use cases, scenarios, business analysis, task and workflow analysis/process mapping. Work with the business units to qualify opportunity assessments and support the preparation of business cases and portfolio assessments.

Facilitate the creation and update of business roadmaps, strategic plans and business blueprints. Work with the business to understand and shape IS demand, evaluate against business and IS roadmaps and determine the approach and priority. Maintain ongoing liaison with all IS departments to ensure consistency in consulting advice; liaise with IS Architect(s) to develop and recommend long term technology strategies.

Conduct research on software, industry best practices and hardware products to justify recommendations and to support purchasing efforts. Collaborate or lead the creation of RFP/RFQ/RFIs. Manage IS feasibility projects (i.e. roadmaps, strategies, etc.); provide oversight & guidance (advice) through the feasibility study. Provide leadership to business analysts as required.

Education and Experience:

Bachelor's degree in Computer Sciences, Information Systems or equivalent and six (6) years of directly, relevant OR a Diploma in Computer Systems Technology or equivalent and eight (8) years of directly related, relevant experience.

Technical Competencies (Role Specific):

- Knowledge and understanding of business analysis principles & methodology
- Knowledge of rapidly changing computer technology
- Knowledge of business roadmaps
- Knowledge of large integrated corporate business systems from a functional standpoint
- Direct experience with and knowledge of SharePoint and SharePoint-based business solutions
- Knowledge of fundamental Usability/User Experience principles
- Business analysis skills
- Presentation skills
- Negotiation skills
- Organizational skills
- Analytical skills
- Interpersonal skills
- Demonstrated ability to communicate effectively both orally and in writing
- Demonstrated ability to provide leadership and mentoring to others
- Demonstrated ability to define and scope business area, analyze, document, and gather
- requirements, process flow analysis, identify and verify solutions
- Demonstrated ability to think analytically and should be a problem solver
- Demonstrated ability to manage small to medium size projects (feasibility studies)
- Demonstrated ability to effectively prioritize and execute tasks in a high-pressure environment
- Demonstrated ability to work independently and in a team-oriented, collaborative environment