Algoma University is committed to undoing systemic and institutional discrimination and being publicly transparent and accountable. Diversity, equity, and inclusion are fundamental to our Special Mission. In keeping with the Seven Grandfather teachings that are the core values that inform our decisions as an institution, we are committed to creating a welcoming, inclusive, respectful, and safe environment where everyone belongs. We live these values through the strength and richness that diversity brings to our workforce and welcome contributors from equity-deserving groups including: Indigenous Peoples, Black and racialized persons, women, Persons with Disabilities, 2 Spirit, Lesbian, Gay, Bisexual, Transgender, and Queer persons.

Job Title:	**Senior Business Intelligence Developer** *Staff Bargaining Unit*
Position Status:	Permanent, Full-Time (35 hrs/wk) OSSTF
Department:	ITS
Supervision Received:	Manager, IT Projects & Development
Supervision Exercised:	Student Assistants
Location:	Sault Ste. Marie or GTA, ON
Number of Positions:	1

PRIMARY FUNCTIONS:

A.	Business Intelligence	60%
B.	Systems Analysis & Resource Planning	10%
C.	Project Management	20%
D.	Cross-Departmental Support & Administrative Duties	10%
	TOTAL	**100%**

As part of an internal development team, the role of the Senior Business Intelligence Developer is to ensure that our business applications operate in an efficient, effective, and secure manner. This position provides expertise and support in developing, integrating, and maintaining business systems and other internal development projects on campus, with an emphasis on reporting services for staff and students and providing evidence based data..

RESPONSIBILITIES:

A. Business Intelligence (60%)

- Plan, implement, maintain, and provide Business Intelligence support for the following business systems:
  ○ Recruitment
  ○ Admissions
  ○ Registration
  ○ Student Accounts
  ○ Financial Aid
  ○ Alumni
  ○ Human Resources
  ○ Marketing
  ○ Other departmental applications as required
- Integrate our internally developed systems with third party accounting, course management, productivity, directory,access control, library, and email systems
- Actively involve end-users in the development process
- Provide hands-on training sessions, technical support, and written documentation to end-users
- Create quality and accurate project documentation and conform to standard coding conventions
- Partner with senior department staff, development teams and other stakeholders to provide business intelligence
- Develop technical requirements from business requirements
- Break requirements down to workable sizes and user stories
- Provide day to day guidance to team members for business/project initiatives.
- Evaluate the impact of potential system changes on the membership and on other applications.
- Lead process improvement initiatives
- Interface with directors/managers to provide consultative services related to key

B. Systems Analysis & Resource Planning (10%)

- Assist in planning the short and long-term development and growth of BI services to support department needs
- Assist in defining the long-term strategic plan for BI in conjunction with the university's goals and operational plan
- Provide ongoing and future recommendations and evaluations of major IT project issues
- Identify, plan, perform cost benefit analysis, and recommend technological solutions to business challenges

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● Research and purchase hardware, software, and supplies with respect to needs, cost, availability and vendor reliability
● Responsible for maintaining internal relationships and expectations of service and quality control

C. Project Management (20%)

● Assist in planning the short and long-term development and growth of IT services to support department needs
● Assist in defining the long-term strategic plan for IT in conjunction with the university's goals and operational plan
● Implement project development plans that adhere to AGILE best practices
● Provide on-going and future recommendations and evaluations of major IT project issues
● Identify, plan, perform cost benefit analysis, and recommend technological solutions to business challenges
● Research and purchase hardware, software, and supplies with respect to needs, cost, availability and vendor reliability
● Responsible for maintaining internal relationships and expectations of service and quality control
● Aid in determining and defining project scope and objectives
● Predict resources needed to reach objectives and manage resources in an effective and efficient manner
● Identify budget based on scope of work and resource requirements
● Track project costs in order to meet budget
● Develop and manage a detailed project schedule and work plan
● Provide project updates on a consistent basis to various stakeholders about strategy, adjustments, and progress
● Manage contracts with vendors and suppliers by assigning tasks and communicating expected deliverables
● Utilize industry best practices, techniques, and standards throughout entire project execution
● Monitor progress and make adjustments as needed
● Measure project performance to identify areas for improvement

D. Cross-Departmental Support & Administrative Duties (10%)

● Consult with end-users to find technological solutions to their problems
● Train and advise end-users with respect to new features and functionality within BI reporting systems
● Provide higher-level software support to end-users when escalation is required
● Provide support and training on common business systems that require specific reporting needs
● Provide knowledge and advice for departmental initiatives and objectives

● Perform system administration for user accounts, shares, and security within the business intelligence framework
● Keep respective BI systems up-to-date with the latest security and system patches
● Ensure data integrity by testing restoration procedures
● Ensure disaster recovery and contingency plans are in place for respective BI systems
● Act as a consultant and make recommendations for BI related purchases
● Assist in the development of and implementation of departmental policies and procedures

WORKING CONDITIONS:

Physical Effort

Minimal
Work activities require minimal periods of physical effort.

Physical Environment

Minimal
Minimal exposure to unpleasant/disagreeable conditions.

Sensory Attention

Considerable
Work requires a frequent need to concentrate on various sensory inputs for a lengthy duration requiring diligence and attention (repairing equipment).

Mental Stress

Considerable
Work activities are performed in an environment with frequent exposure to mental pressure conditions where mental stress may be noticeable. Unpredictable work environment, regular disruptions, and complex problem-solving skills are required.

MINIMUM QUALIFICATIONS

● University degree in Information technology or computer science or equivalent
● Minimum of 5 years relevant experience required
● Certification in SQL Server for Data Analytics and Business Intelligence

required
- Cloud Knowledge required
- Extensive knowledge of Power BI, Data Warehousing
- Extensive experience with data integration
- Understanding of automation testing
- Consulting & strategic thinking
- Excellent understanding of customer needs and insights
- Implementation and support of BI initiatives
- Ability to identify requirements via assessment
- Agile Framework methodologies required
- Extensive experience with HTML, CSS, JavaScript, Linux, Object Oriented Programming (PHP, C#, Java), Relational Databases (SQL), Command Line Tools required
- Experience with Test-Driven Development, cloud hosting (Azure, AWS), UI design, Front-end libraries (Bootstrap), UX, Business Analysis, AI or Machine Learning would be great assets.
- In-depth knowledge of a broad range of information technologies including, but not limited to: software applications, computer networks, operating systems, database systems, and the configuration/maintenance of computer systems
- Able to direct feature teamwork, collaborate with business partners, vendor / consulting organizations and peer-level professionals, technical partners, and all key stakeholders in initiatives
- Ability to adapt to new technologies and use them to improve current infrastructure
- Excellent organizational, analytical, and problem-solving skills
- Ability to work in a dynamic self-empowered environment and participate concurrently on multiple projects
- Exceptional interpersonal skills with a proven ability to build and maintain positive relationships
- Excellent communication skills particularly the ability to make formal presentations, read and interpret specialized technical documentation, and compose business proposals related to systems analysis and project management
- Excellent administrative and organizational skills with the demonstrated ability to take initiative and prioritize work in a high volume office
- Ability to multitask and work under pressure in a dynamic environment
- Be able to work effectively with people having diverse backgrounds, styles and abilities
- Innovative problem-solver
- Understanding of budget including development, oversight, tracking
- Willingness and ability to travel between campuses
- Valid Driver's License
- This position requires the physical stamina to execute these duties on a regular

basis
● Excellent use of technology for collaboration; strong computer skills, including microsoft applications; G-suite preferred
● Commitment to and understanding of Algoma University's special mission and the seven grandfather teachings
● Vulnerable Police sector check is required

Salary Scale: **$76,691 to $95,863 annually**

Please submit a resume and cover letter (combined PDF) to talent.acquisition@algomau.ca no later than 4:00 p.m. on April 29, 2024.

Algoma University is strongly committed to fostering diversity and inclusivity within our community and is an equal-opportunity employer. The university invites and encourages applications from all qualified individuals who would contribute to the further diversification of our Institution, including equity-deserving groups that are traditionally underrepresented in employment (Indigenous peoples, racialized persons, women, persons with disabilities, and 2SLGBTQQIPA+ persons).

In accordance with the Accessibility for Ontarians with Disabilities Act, 2005, upon request, accommodation will be provided by Algoma University throughout the recruitment, selection, and/or assessment process to applicants with disabilities.