

Town of Caledon

make a difference



Job Title: Administrator, AMANDA Systems Analyst

Closing Date: August 20, 2024 12:00 pm

The Town of Caledon is a dynamic municipality that successfully balances urban, rural, and agricultural communities. Our energetic staff are guided by our core values that create an environment for continuous improvement and customer service excellence.

In addition to offering exciting career opportunities, the Town also provides a competitive and comprehensive total rewards package. Come see how you can ***make a difference***.

The Opportunity

Reporting to the Supervisor, Data and Applications, this role is responsible for providing for the promotion, support, application development, process review and enhancement activities related to AMANDA and related third party applications for the purpose of improving processes and the efficient delivery of services to internal and external stakeholders. Through project and operational roles, this position undertakes business requirement analysis, technical and functional design specifications, and the development, configuration, testing, and implementation of supporting technologies. The Systems Analyst (AMANDA) facilitates the effective use of applications, databases, and related technologies to develop processes and workflows to meet the business needs of both internal and external clients.

As the Administrator, AMANDA Systems Analyst, you will perform the following duties, including but not limited to:

- Works collaboratively with business stakeholders to develop overall designs for application development, maintenance, implementation and testing of project and operational tasks. Ensures that all development and deployment is done in conformance with established best practices including reviews and sign-offs at each stage as appropriate
- Leads development and implementation initiatives based on project plans.
- Analyzes data requirements, designs logical and physical data models.
- Records, analyzes and co-ordinates solutions to technical problems related to the operation and performance of business applications within Town departments and identify any necessary enhancements to the application.
- Assists in post-implementation support, upgrades and system enhancements for custom or packaged application. Facilitate opportunities for integrating AMANDA with other systems. Design, develop, test,



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and deploy custom integrations with external applications. Implement processes for data extraction, transformation, and distribution across various data stores.

- Provides comprehensive technical support to users of AMANDA and its subsystems by preparing or contributing to work plans including time/effort estimates for assigned project tasks or maintenance activities. Prepares development and implementation work plans and manages time and processes to achieve stated goals, deliverables, and timelines. Develops functional and technical specifications from business requirements for new and existing applications.
- Conduct SQL, PL/SQL, JAVA, and Crystal Reports scripting.

The Ideal Candidate

We are seeking an experienced professional with a post-secondary degree in Computer Science, Information Systems or a closely related field. Our ideal candidate has five (5) years of experience in systems analysis, business application functional analysis, database modelling and analysis, application design, development and maintenance with a web-based focus preferred. ITIL certification would be considered an asset.

The ideal candidate will have demonstrated experience as a programmer/analyst supporting AMANDA software developed by CSDC (Granicus) and working knowledge of Planning, Permitting, and Licensing modules. Preferably experience with version 7 or higher. We are seeking a candidate with working knowledge of relational databases including Oracle Databases and Microsoft SQL Server databases. Demonstrated ability to write, interpret and modify complex queries, functions, stored procedures, and triggers using PL/SQL or Transact-SQL.

The successful candidate for Administrator, AMANDA Systems Analyst will be required to work a flexible schedule, including in the office, remotely and after hours (as required).

This position offers a salary range of \$77,790.11 - \$95,332.10, plus a competitive benefit package.

Satisfactory passing of a criminal record check, and proof of qualifications will be required of any successful candidate(s) for this position.

The Town is committed to diversity and inclusivity in employment and welcomes applications from qualified individuals of diverse backgrounds. The Town is an equal opportunity employer that is committed to an inclusive and barrier-free workplace. If your application requires accommodation, please contact People Services at (905) 584-2272 Ext. 4738.

*Applications for this posting will be accepted until **August 20, 2024 at 12:00PM.***

How To Apply

To learn more about employment with the Town of Caledon and to apply for this exciting and challenging opportunity, visit: www.caledon.ca/careers

If needed and upon request, this document can be made available in an alternative format.



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