



DISTRICT OF SAANICH  
INFORMATION TECHNOLOGY

## INTERMEDIATE BUSINESS ANALYST Permanent - Full Time

The District of Saanich, in beautiful Victoria, BC, is seeking an Intermediate Business Analyst to join our expanding IT team. As an Intermediate Business Analyst, your role will be to identify the business needs of clients and stakeholders to help determine solutions to business problems. Successful applicants will lead and contribute to challenging and creative initiatives as part of the Saanich IT team and engage as the key partner to manage business continuity between IT and the business in all aspects of the development and implementation of technology services. You will elicit and document requirements through a process of interviews, document analysis, workshops, task and workflow analysis, and business process descriptions to ensure that the requirements gathered satisfy business needs and organizational goals.

Requirements include: a University Degree in the field of Computer Science or Information Systems, Communications or Business; an Associate's Certificate in Business Analysis from a recognized program or institution; six years of experience in business analysis in IT with relevant experience in project delivery and application life cycle support; and experience in Project Management and Change Management methodologies. ITIL Foundation v3 would be an asset. Qualified candidates must also have efficient and accurate keyboarding skills and be able to concentrate for extended periods of time. An equivalent combination of education and experience may be considered.

If this position is your next challenge, then send us your resume. Become the next Intermediate Business Analyst, working within the Saanich IT Project Management Office, to play a pivotal role in making technology work for the staff and residents of the District of Saanich.

The successful candidate will work Monday to Friday from 8:30 a.m. to 4:30 p.m. (35 hours per week).

**This is a C.U.P.E. Local 2011 position with a wage of \$50.75 per hour plus an excellent benefits package.** Job description and competition information can be found at [www.saanich.ca](http://www.saanich.ca). **Please apply by 11:45 p.m. on September 10, 2024 quoting competition 24243 to:** Human Resources, District of Saanich, 770 Vernon Avenue, Victoria, BC, V8X 2W7. Only those under consideration will be contacted.

**The District of Saanich is recognized as one of BC's Top Employers for 2024.** As an equitable and inclusive employer, we value diversity of people to best represent the community we serve and provide excellent services to our citizens. We strive to attract and retain passionate and talented individuals of all backgrounds, demographics, and life experiences. If you require any adjustments to enable participation at any stage of the recruitment process, please contact in confidence [accessibilityHR@saanich.ca](mailto:accessibilityHR@saanich.ca). We thank all applicants for applying.