Town of Caledon
make a difference

Job Title: Supervisor, Data and Applications
Closing Date: March 4th, 2025 12:00pm EST

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 directly to the Manager, Information Technology this role is responsible for the activities and functions of the IT Geographic Information Systems (GIS) and Applications team. This team is responsible for application development and the administration of enterprise class applications, databases, and the Geographic Information System, including their installation, configuration, upgrading, administration, monitoring, maintenance, systems analysis, and reporting. The Supervisor, Data and Applications is also responsible for monitoring and reporting on IT strategic priorities, continuous improvement projects and oversight of IT project management practices. It is expected that the Supervisor works collaboratively with the Supervisor, IT Operations regarding business continuity and disaster recovery planning for IT. As the Supervisor, Data and Applications, you will perform the following duties, including but not limited to:

- Technology architecture planning and implementation, including budgeting, financial and asset management related to the software/ applications and databases.
- Responsible for the overall function of data architecture and enterprise applications while contributing to and driving the strategic planning, design, and direction of the Town's technology architecture.
- Plan, monitor, and manage resource capacity and constraints in the development and forecasting of annual IT work plans and the overall IT Strategy on behalf of the IT team.
- Maintain policies and procedures in alignment with ITIL best practices, including Change Advisory Board for change management.
- Supervise in-house and contracted staff assigned to perform work and activities as defined herein. Collaborate with HR on people-related programs. Provide input to the career development of assigned staff, including technical direction, training recommendations, coaching and mentoring.
- Must be able to manage/oversee budget with some advice, for the division/department.
- Perform additional duties and undertake special projects as assigned.

The Ideal Candidate

We are seeking a passionate professional with a post-secondary degree in Computer Science, Systems and Design & Development or a closely related field. Our ideal candidate has a minimum 3-5 years related experience in application development and system administration, 1-3 years related experience in database design and administration and 1-3 years supervisory experience leading technical professionals. •   ITIL, ITSM, COBIT, PMP certifications are an asset.

The ideal candidate will have computer proficiency in MS Office (Word, Excel, Outlook, Project), Visual Studio, C#, ASP.net, Java, HTML 5, CSS3, SQL, PL/SQL, T-SQL, AJAX, XML, Bootstrap, Javascript frameworks/libraries (e.g. NodeJS, AngularJS, JQuery, etc.) JSON, REST, and SOAP. We are seeking an individual with strong analytical and problem-solving skills focused on continuous improvement and excellent verbal and written communication skills with the ability to do so to a large variety of audiences.

The successful candidate for Supervisor, Data and Applications 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 $115,114.52 to $143,893.16 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 **March 4th, 2025, 12:00PM EST**.

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.

TOWN OF CALEDON

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