



**RECOGNIZED.  
REWARDED.  
VALUED.**



At the City of Abbotsford, we offer ongoing personal and professional development opportunities, competitive compensation, and a comprehensive benefits package.

The City of Abbotsford is committed to creating a workplace that fosters a culture of diversity and inclusion. We encourage applications from individuals from all genders, backgrounds and underrepresented groups.

We are happy to work with applicants requesting accommodation at any stage of the hiring process.

**Project Coordinator  
Innovation, Strategy &  
Intergovernmental Relations  
Exempt, Full-Time  
Posting #J0525-0024**

The City of Abbotsford's Information Technology Department is seeking an experienced and self-motivated professional to join their dynamic team as a Project Coordinator.

As the Project Coordinator, you will provide project management, change management, application consulting, and business process re-engineering services related to technology to all City departments. You will liaise with business departments, IT, and IT service providers to identify, document, design, and implement IT solutions that improve, replace, or remove existing business processes.

You will lead project teams, plan activities, and coordinate resources to deliver business and systems change to meet project scope, timelines, and budgets. You will conduct detailed analysis of systems functionality and business processes, prepare Business Cases, hold workshops, and produce outputs to develop business and design. You will identify opportunities to use technology that benefits the City's business services and systems services and collaborate with external peers and technology providers.

**Qualifications:**

- University Graduation or Diploma in a related field.
- Project Management Professional (PMP) designation from Project Management Institute (PMI).
- Minimum of 5 years progressive related experience, including three years of project management.

The City of Abbotsford is committed to creating a workplace that fosters a culture of diversity and inclusion by attracting, retaining, and developing a talented and diverse workforce which broadly reflects the community and citizens we serve. As such, we encourage applications from individuals from all genders, backgrounds, and underrepresented groups. We will be happy to work with applicants requesting accommodation at any stage of the hiring process.

If you are looking for a challenge and an opportunity to make an impact in a fast-growing municipality, we want to hear from you! **To apply, please visit us online at: [www.abbotsford.ca/careers](http://www.abbotsford.ca/careers)**

**Salary: \$104,540.80 - \$123,359.60**

**Closing Date: May 23, 2025**