



BUILD A CITY. BUILD A FUTURE.

HELP US BUILD A WORLD-CLASS CITY.



BUSINESS ANALYST 2

TERM (1 YEAR)

As one of Canada's fastest growing and most diverse cities, the City of Surrey is a recognized leader in innovation and sustainability. Technology is central to how we serve our community—making our city smarter, more connected, and more resilient.

Joining Surrey's IT Department means more than just starting a job—it means joining a mission. We're leading digital transformation in municipal government, delivering secure, user-focused solutions that support public safety, urban planning, environmental goals, and more. You'll work alongside passionate professionals in a collaborative, learning-focused environment—helping shape a future-ready city and a career you can be proud of.

Build a City. Build a Future. With Us.

EMPLOYMENT STATUS

Union – CUPE Local 402 – Term (1 Year)

SCOPE

As a Business Analyst 2, you'll play a vital role in helping the City optimize services, modernize business processes, and deliver impactful solutions. You'll work closely with departments to understand their needs, uncover improvement opportunities, and turn challenges into actionable insights. With strong relationship-building and analytical skills, you'll serve as a trusted liaison between stakeholders and IT solution teams—guiding initiatives that support real organizational change.

RESPONSIBILITIES

As part of a collaborative and dynamic team, you will:

- Engage with stakeholders to define business needs, assess challenges, and identify improvement opportunities.
- Translate business requirements into solution-ready documentation and workflows that guide successful implementation.
- Bridge communication between business areas and solution teams to ensure shared understanding and alignment.
- Evaluate how technology can enhance business operations, services, and outcomes.

ABOUT YOU

You are a thoughtful and analytical problem-solver who brings curiosity, collaboration, and purpose to your work. You thrive in an environment of change and continuous improvement and bring the following strengths:

- Strong relationship-building and communication skills that foster trust and alignment across teams.
- Proficiency in business analysis techniques including requirements elicitation, stakeholder analysis, and process modeling.
- A results-oriented mindset with the ability to turn complex problems into actionable solutions.



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- A growth-focused perspective, eager to learn, adapt, and help shape transformation efforts that deliver lasting value.

QUALIFICATIONS

Candidates under consideration will possess the following qualifications:

- Degree in a related field from a recognized institution plus two (2) years of related work experience or an acceptable equivalent combination of training and experience.

Preferred Assets include:

- ECBA or CCBA certification.
- Experience within the public sector.
- Experience working with Continuous Improvement methodologies.
- Experience working with Agile Principles.

This position involves completion of a Police Information Check.

OTHER INFORMATION

- Pay Grade: 27
- Hourly Rate: \$47.52 (2024 Rates)
- Hours Per Week: 35

Pay Steps	Hourly Rates
Step 1	\$47.52
Step 2 (6 months)	\$49.52
Step 3 (18 months)	\$51.52
Step 4 (30 months)	\$53.84