

## **Business Analyst I (Permanent, Full-Time) - 1802**

### **Close Date:**

December 5, 2025

At the City of Kamloops, we believe in progressive and barrier-free recruitment for everybody every day. This means employment opportunities for all in a safe, inclusive and diverse workplace. We know our city is stronger when we hire qualified individuals from different backgrounds with diverse experiences, cultures and perspectives.

We are focused on creating the highest levels of service excellence, based on an organization-wide community culture that celebrates our employees who make it all happen. We are known as Canada's Tournament Capital and are famous for our hospitality and community spirit, traits that make us a leader! Recreation, sports, arts and culture, health care, social activities, volunteerism, and affordable housing all meld to form a unique blend of big-city amenities with small-town ambience. This is Kamloops!

*Let's make Kamloops shine! Join our team today.*

### **Position Overview**

Step into a high-impact role where technology, strategy, and collaboration come together. As a Business Analyst I, you'll dive into complex IT initiatives under the guidance of the Manager of Databases and Security. Your mission: transform business processes, unlock new opportunities for innovation, and help departments get the most out of the City's technology investments. Acting as a bridge between the Information Technology Division and subject matter experts across the City, you'll conduct interviews, lead briefings, prepare project plans, and occasionally deliver hands-on training to bring new processes and tools to life.

The successful candidate must have the following qualifications:

1. Completion of a post-secondary degree in Information Technology, Business, Sciences, or Engineering.
2. Completion of a minimum of one course that is recognized in an accredited Business Analysis Certificate program.
3. Minimum one year's previous experience in Business Analysis with implementation and configuration or usage of enterprise-class systems.

For new hires, and for those working in designated positions of trust, including those working directly with vulnerable persons, no formal offer of employment will be made until an applicant completes a police information check. A comprehensive benefits package is included with this position. This is a CUPE Local 900 position.

### **Hourly Rate**

\$47.942

### **Hours & Days of Work**

Monday - Friday: 8:00 AM - 4:00 PM (summer) 8:30 AM - 4:30 PM (winter)

### **Hours per Week**

35

## Career Opportunity



Canada's Tournament Capital

Please note if you need assistance or have individual needs or requirements throughout the application process, contact the Human Resources Department by telephone, email [hr@kamloops.ca](mailto:hr@kamloops.ca) or in person at 6-510 Lorne Street so we can better support you.

External job postings are open to everyone. We are an equal opportunity employer and thank all applicants for their interest. Please be sure to review the application requirements of each job you apply for. Only those selected to participate in the recruitment process will be contacted.

Applications are accepted online at [kamloops.ca/careers](http://kamloops.ca/careers).