

Careers

Business Systems Analyst – ERP



We're hiring a **Business Systems Analyst** to join the City's IT Department on the Enterprise Solutions team, supporting and improving the critical systems that keep core municipal services running every day. In this role, you'll work across functions such as HR, Payroll, Finance, Asset Management, Taxation, Utility Billing, and Recreation to help maintain reliable operations, strengthen processes, support system enhancements, and contribute to major enterprise system transitions.

We're looking for someone with strong business systems analysis experience, particularly in complex enterprise or ERP environments, who can translate business needs into clear requirements, support disciplined testing and change management, and communicate effectively with stakeholders at all levels. The ideal candidate brings sound technical judgment, confidence working with data and integrations, and a practical, service-focused approach to keeping essential systems stable while helping move the organization forward.

Qualifications

- Bachelor's degree in Computer Science
- 5+ years of relevant experience with a solid understanding of ERP and HRIS fundamentals; prior experience doing an implementation or major module rollout is an asset
- Experience with cloud integrations and modern data staging and analytics patterns is an asset
- Strong communication skills with the ability to talk to technical and non-technical business units and vendors

Help create Kelowna as a *City of the Future*. Our diverse and dynamic team strives to innovate to make things better, work as one team, serve proudly and lead responsibly. Live, work and play in one of Canada's fastest growing cities. Kelowna boasts miles of lake access, public areas and outdoor recreation opportunities, a vibrant downtown and cultural scene, healthy and connected neighbourhoods, and a world-renowned College and University. You're only a quick link to the world via the Kelowna International Airport. With modern technology and an ever-changing virtual landscape, we may be willing to consider applicants who are wanting to work from home, provided you reside in the Okanagan region, with the ability to come into the office, as required.

Grow your career in an organization that supports employee work-life balance and career and professional development. This is a CUPE bargaining unit position with an hourly rate starting at \$52.69 per hour plus employer-paid comprehensive benefits, an earned day off program, paid vacation and one of Canada's top pension plans.

The City of Kelowna is committed to being an organization that values and reflects its community's diverse population, and to fostering an equitable, inclusive and progressive work environment where everyone can be their authentic self and feels a sense of belonging.

For further information or to apply, please check our website at www.kelowna.ca/careers

Applications must be received by end of day **June 26, 2026**

Applicants not contacted within three weeks of the closing date are thanked for their interest