

Information Technology Department

Competition #J0526-0318

Applications Support Analyst II

One (1) Temporary Full-Time Position



Reporting to the Manager, Application Services, the Applications Support Analyst II is responsible for assessing business software needs, delivering systems integration solutions, managing corporate software implementations, and providing support services, including training when required. Working in a collaborative team environment, this role offers operational support, guidance, and direction to City staff in the effective use of computing technology.

Responsibilities include, but are not limited to:

- Work closely with the Manager, Application Services to implement, configure, and integrate major corporate software systems across the organization.
- Oversee project scope, risks, resources (internal and external), reporting periodic status including issues, risks and roadblocks, contingencies as well as resolving issues to minimize impact on approved project plan.
- Conduct business analysis by maintaining current knowledge of leading technologies and municipal programs and services to ensure the adequacy of the corporate software applications.
- Prepare detailed project plans for the implementation and integration of applications in support of new product launches with defined project deliverables and timelines.
- Work closely with departments to design, develop, and implement multiple concurrent corporate-wide systems, while managing development projects and application support for all corporate software applications.
- Establish and document operational procedures for corporate software systems and applications.
- Analyze and make recommendations on complex business and technical problems by developing and implementing solutions to improve the integration of corporate software applications.
- Diagnose and resolve complex technical problems relating to application, software and operating system, and take corrective action to minimize current and future user impact, while ensuring solutions are consistent with operational requirements.

The successful candidate will possess a post-secondary Degree in Computer Science or related field, or a post-secondary Diploma in Computer/Technology supplemented with 5 years related experience. Ongoing professional development in Systems Integration and Database Administration is encouraged. A minimum of 5 years of related experience, preferably in a municipal environment, is required. Ideally, the incumbent will have extensive experience with Microsoft Great Plains, as well as Project Management. Experience with Database and Custom Reporting applications, including Microsoft SQL Server, SQL Query Writing, Stored Procedures, SSRS Reporting, Database Administration, Power BI, and Crystal Reports is preferred, as well as general experience with Systems Integration and Technical Support. This position requires a high level of analytical ability, excellent communication skills, and the ability to work well under pressure while maintaining accuracy and professionalism.

Hours of Work: 37.5 hours weekly, Monday – Friday

Duration: September 8, 2026 – September 1, 2028

We believe in supporting our employees both professionally and personally. In addition to a positive and collaborative work environment, we offer the following:

- Competitive wages
- Training/education and professional development opportunities
- 50% discount for you and your family to applicable City facilities
- This position is not eligible for benefits or pension

The City of Fort Saskatchewan offers a wage range of \$50.36 to \$59.25 per hour. Qualified applicants are invited to apply in confidence no later than **Thursday, June 25, 2026**, through the Career Portal on the City's website at www.fortsask.ca.



Take your Career in the Right Direction

Fort Saskatchewan, home to nearly 30,000 people, is a vibrant economic and cultural hub located in Treaty 6 Territory and Métis Nation of Alberta District 11, just 15 minutes northeast of Edmonton. The City of Fort Saskatchewan proudly manages recreation, culture and

historic amenities including a performing arts theatre and a fitness centre within the Dow Centennial Centre and the historic 1875 – 1885 NWMP Fort Representation in the heart of downtown. Located on the banks of the North Saskatchewan River, Fort Saskatchewan boasts more than 80 km of paved trails along with many natural areas for residents to explore. As a City, we believe in diversity and inclusion and are working toward creating a city where all residents are respected and have a sense of belonging.

The City of Fort Saskatchewan thanks all applicants for their interest and advises those applicants under consideration will be contacted.