

BUILD A CITY. BUILD A FUTURE.



As one of the fastest growing cities in Canada, City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation.
City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward.
Build a City. Build a Future at the City of Surrey

Functional Application Analyst 2

Overview

Are you passionate about leveraging an integrating technology to make a meaningful impact in a vibrant and growing community? We're looking for a skilled Functional Application Analyst 2 who excels at understanding user needs, and ensuring applications support business goals. Join our team and contribute to meaningful projects that driver operational excellence and success.

Scope

The Functional Application Analyst 2 provides expert-level functional support for application systems. Working under direct supervision of the Bylaws Manager, this role serves as the primary subject-matter expert for system functionality, offering leadership, guidance, and training. The position requires strong judgment, analytical ability, and the capacity to develop solutions for operational issues that may significantly impact City services. The successful candidate also contributes to system development initiatives by analyzing business requirements and supporting project planning, testing, and implementation.

Employment Status

Union - CUPE Local 402 – Project (6 months)

Responsibilities

- Serve as the primary contact for functional end users; investigate, prioritize, and resolve administrative, technical, and operational system issues.
- Act as liaison with IT for issues requiring technical involvement and coordinate resolution.
- Provide ongoing training, support, and documentation for end users, including management staff.
- Develop training materials and maintain complete, accurate end-user system documentation.
- Collaborate with system vendors, external user groups, and consultants to exchange information and resolve problems.
- Analyze business processes across user groups and recommend improvements to enhance system integration.
- Participate in system development projects, including needs identification, requirements definition, business case development, testing, and implementation.
- Coordinate business unit resources for system implementation initiatives.
- Manage configuration changes and security access, ensuring compliance with internal control guidelines.
- Lead report development to meet staff and management information needs.
- Perform other related duties as assigned.

INTEGRITY • SERVICE • TEAMWORK • INNOVATION • COMMUNITY

Help us build a world-class city. We are hiring talented innovators seeking meaningful work to drive our city - and their careers - forward.
Apply online at www.surrey.ca/careers



BUILD A CITY. BUILD A FUTURE.



Qualifications

- Bachelor's degree in a related discipline plus 3 years of directly related experience (municipal experience preferred); OR
- Diploma in a related discipline plus 5 years of directly related experience (municipal experience preferred); OR
- Technical coursework plus 7 years of directly related experience (municipal experience preferred).

Other Information

Number of Job Openings: 1

Pay Steps	Hourly Rate
Step 1	\$50.90
Step 2 (6 Months)	\$53.04
Step 3 (18 Months)	\$55.19
Step 4 (30 Months)	\$57.67

Successful applicants must provide proof of qualifications.
Successful applicants will be required to undergo a Police Information Check

Apply

If you are interested in this opportunity, please apply at <https://www.surrey.ca/careers>, Job ID 7271.

INTEGRITY • SERVICE • TEAMWORK • INNOVATION • COMMUNITY

Help us build a world-class city. We are hiring talented innovators seeking meaningful work to drive our city - and their careers - forward.
Apply online at www.surrey.ca/careers

