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- **Job ID #32251: Senior ERP Project Manager - Finance and Supply Chain Management**
- **Union:** Non-Union
- **Job Description ID #: 7906**
- **Close date:** Interested applicants please submit your application online at www.hamilton.ca/city-council/jobs-city by **4:00 p.m. on October 14th, 2026.**
- **Duration:** Up to 24 months
- **Vacancy type:** This posting is for a new vacancy
- **Internal applicants should apply with your work e-mail address.** External applicants are considered only after the internal posting process has been completed. Only applicants chosen for an interview will be contacted.

SUMMARY OF DUTIES

Reporting to the Director ERP, we are seeking an experienced Senior ERP Project Manager –Finance and SCM Implementation to lead the successful implementation of a large-scale ERP transformation across the organization. Reporting to the Director, Enterprise Resource Planning (ERP), this role will be responsible for driving client-side activities, coordinating cross-functional teams and third-party partners, managing governance and reporting requirements, and ensuring delivery alignment with strategic business objectives.

The Senior ERP Project Manager will be responsible for managing project planning, resource coordination, risk and issue management, executive reporting, and ensuring successful delivery of Finance and SCM capabilities aligned with business objectives and transformation goals.

GENERAL DUTIES

Project Leadership

- Accountable to the Director, ERP for driving and managing delivery of client-side activities and commitments.
- Drive end-to-end client-side project execution activities including planning, scheduling, resource coordination, milestone management and deliverables.

- Manage deployment and communication of client resources and coordinate third-party vendors and implementation partners as required.
- Ensure project activities are aligned with approved timelines, scope and governance standards.
- Collaborate with functional and technical leads to ensure solution alignment with business requirements and best practices.
- Support design, configuration, testing, data migration, integrations, and deployment activities.

Governance & Executive Reporting

- Provide required inputs and updates for Steering Committee and Executive Sponsor reporting.
- Prepare and communicate project status updates, milestone reporting, risks, dependencies, and key decisions.
- Support governance processes including stage gate reviews, approvals, and escalation management.

Risk, Issue & Dependency Management

- Co-manage escalated risks, actions, issues, and decisions while coordinating escalation paths as needed.
- Identify project delivery risks and develop mitigation and resolution strategies.
- Track and manage project dependencies across functional, technical, and vendor teams.

Delivery & Stakeholder Coordination

- Plan and control client performance of project tasks, responsibilities, and deliverables.
- Support functional and technical teams in overcoming project impediments and operational blockers.
- Ensure business stakeholders, SMEs, and technical resources remain aligned and engaged throughout the implementation lifecycle.

Planning & Value Realization

- Manage project planning activities for client deliverables, including status tracking and reporting.
- Maintain the business case and execute value realization tracking to ensure expected transformation benefits are achieved.
- Monitor project performance metrics and support continuous improvement initiatives.
- Support organizational readiness, change management, and user adoption initiatives.
- Performs other duties as assigned which are directly related to the responsibilities of the position.

QUALIFICATIONS

1. University degree in Business, Finance, Information Systems, or related discipline or a combination of equivalent education and relevant business experience.
2. Project Management Professional (PMP) certification is required.

3. Considerable (preference for 10+ years) of progressive enterprise project management experience.
4. Proven experience managing at least two end to end full cycle implementations to successful outcomes (such as SAP S/4 Hana, Oracle Fusion ERP, Microsoft Dynamics 365 or Infor). Oracle experience preferred.
5. Strong understanding of Finance processes including General Ledger, Accounts Payable, Accounts Receivable, Fixed Assets, Project Costing, Grants, Budgeting, Reporting and Analytics.
6. Strong understanding of Supply Chain processes including Sourcing, Contracts, Procurement, Supplier Management, Supplier Self Service, Receiving, Inventory, Reporting and Analytics.
7. Experience operating within structured Project Management Office and governance frameworks.
8. Exceptional stakeholder management, communication, and executive presentation skills.
9. Familiarity with integration platforms, data migration, and testing methodologies.
10. Experience managing hybrid Agile/Waterfall delivery models.
11. Knowledge of change management and organizational transformation practices.

Disclaimer:

Be advised that Human Resources frequently audits resumes of internal/external applicants to ensure/validate information provided is consistent and trustworthy. Falsification of information provided at any time throughout the recruitment process may be grounds for disqualification, and for internal applicants, subject to discipline up to and including termination.

Terms:

The City is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. Consistent with our Values and Corporate Culture Pillars, the City of Hamilton is committed to providing equitable treatment to all with respect to barrier-free employment and accommodation without discrimination. The City will provide accommodation for applicants in all aspects of the hiring process, up to the point of undue hardship. If you have an accommodation need, please contact Human Resources as soon as possible to make appropriate arrangements.

Location

Hamilton, Ontario (Hybrid)

Department

City Manager's Office

Employment Type

Temporary, Full-Time

Minimum Experience

Experienced

Compensation

\$105,334.32 - \$131,667.90

Internal Job Code

15962