



# Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

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# Job Board Posting



Careers.Indigenous.Link

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## Analyst, Business

<b>Job ID</b>	<b>ooDwtfwK-14552-4001</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=ooDwtfwK-14552-4001">https://careers.indigenous.link/viewjob?jobname=ooDwtfwK-14552-4001</a>	
<b>Company</b>	EPCOR	
<b>Location</b>	Edmonton, Alberta	
<b>Date Posted</b>	From: 2024-06-24	To: 2050-01-01
<b>Job</b>	Type: Full-time	Category: Utilities

### Description

#### Highlights of the job

We are hiring one (1) full time, permanent Analyst, Business position working out of Edmonton, AB. The Business Analyst provides analysis for the development of Infrastructure and Security products and service portfolio. This includes the creation and review of service descriptions, processes, procedures, catalog entries and other content in support of the services portfolio. This position may be eligible for EPCOR's hybrid work program. What you'd be responsible for: Creation of service and product descriptions. Including templates, questionnaires, and features. Establish RACI matrixes to reduce ambiguity and clarify responsibilities. Identify areas of misalignment for management consideration. Collaborating with stakeholders and operational teams to identify missing or required processes and procedures. Evaluating and improving existing business and application procedures and processes. Researching and recommending application direction to deliver business requirements. Participating in Request for Process (RFP) and Requesting for Information (RFI) activities. Including the documentation of requirements and evaluation of proposals and responses. Creation of Roadmap and Lifecycle materials in support of IS Infrastructure Services. Developing communication materials in support of technology implementation and transformation projects. Including knowledge base and support workflows. Defining service levels, service targets, price, and cost in collaboration with managers, business stakeholders and architects. Implementing review processes to ensure the ongoing lifecycle management of the services portfolio. What's required to be successful:

Post-secondary degree or diploma focusing on Information Systems or a related field. Minimum of 4 years' experience in IT which includes service catalog and/or portfolio management. Strong knowledge of ITIL, particularly service catalogue management, is crucial. Strong problem solving and analytical skills; ability to produce end-to-end view of processes. Active learning skills which would allow for continually adapting to new changes in technology and business requirements. Strong leadership and facilitation skills; an ability to advise and collaborate with diverse stakeholder groups. Strong work ethic and critical thinking skills that will allow for success in a highly visible area of Information Services. Demonstrated ability to gather and document business and technical requirements. Technical system documentation, process mapping, standards, process, and procedure documentation. Ability to establish solid working relationships with peers and stakeholders at all levels of the organization. Ability to prioritize own workload while remaining flexible and adaptable.

#### Other important facts about this job

Jurisdiction: CSU52. Class: IT2. Wage: Starting at \$53.05 per hour (Final Wage and Step will be determined at the time of selection and is based on a combination of factors as outlined in the Collective Agreement). Hours of work: 75 hours biweekly. Application deadline: July 14, 2024. Internal Applicants: please ensure that you are using your "@epcor.com" email address. Learn more about Working at EPCOR! Follow us on LinkedIn, Twitter, Glassdoor or Facebook! #LI-TA9. Please note the following information: A requirement of working for EPCOR is that you are at least 18 years of age, successfully attained a high school diploma (GED, or equivalent level of secondary education) and legally entitled to work in Canada. (A copy of a valid work permit may be required.) If you are considered for the position, clearance on all applicable background checks (which may include criminal, identity, educational, and/or credit) and professional reference checks is required. Some EPCOR positions require an enhanced level of background assessment, which is dictated by law. These positions require advanced criminal record checks that must also be conducted from time to time after commencement of employment. A technical/practical assessment may be

administered during the selection process and this exercise will be used as a part of the selection criterion. To meet the physical demands required of some positions, candidates must be in good physical condition and willing to work in all weather conditions. Clearance on pre-placement medical and drug and alcohol testing may be required.

For more information, visit [EPCOR for Analyst, Business](#)