



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

Date Printed: 2024/04/25

Emergency Management Analyst

Job ID 21-968-07-140-1210

Web Address

<https://careers.indigenous.link/viewjob?jobname=21-968-07-140-1210>

Company CSIS

Location Ottawa, Ontario

Date Posted From: 2021-09-24

To: 2050-01-01

Job Type: Full-time

Category: Public Administration

Description

Closing Date 2021-11-17

Reference Number 21-968-07-140

Job Category Experienced

Who Can Apply Canadian Citizens

Location Ottawa, Ontario

Salary Range \$73,970 - \$89,970

Status Indeterminate (permanent)

Language Requirement Bilingual Imperative (CBC/CBC)

Job Summary

The Emergency Management Analyst (EMA) provides 24/7 operational support to domestic and foreign based CSIS employees and partners. The EMA collects threat related information from the public, analyzes it using both classified and unclassified databases, and produces reports for operational sectors. The EMA also monitors open source information and disseminates national security related information to internal and external clients. Major Responsibilities / Principales responsabilites

- Collect information from the public by obtaining, evaluating and interpreting potential threat related information and establishing an appropriate course of action;
- Conduct urgent and sensitive operational research and analysis for domestic and foreign based CSIS employees, other Government of Canada partners and law enforcement agencies;
- Evaluate, assess complex data and provide information analysis by preparing reports and providing recommendations to relevant stakeholders;
- Respond to crises and emerging national security events and inform key stakeholders within the intelligence community;
- Provide continuous (24/7) point of contact and Operational support for the Service including members of the Executive, human sources, Foreign Officers and Foreign Liaison contacts in Canada and for other government departments and agencies;

- Keep abreast of current events by engaging with relevant stakeholders, monitoring open sources and reading threat assessment reports;
- Conduct advanced Internet intelligence collection by assessing online information and employing appropriate investigative means to gather online intelligence;
- Act as a resource person by providing support to National Exercise Planning (NEXP) & Major Events (ME);
- Assist the Team Leaders with projects and presentations to internal and external stakeholders;
- Review procedures and policies and suggest updates to the Team Leaders.

Decision Making / Prise de décisions

- Decide on relevance of the information received by determining sensitivity of the subject matter.
- Recommend actions required.
- Decide who to notify in the case of an immediate alert.
- Decide proper handling of telephone calls received.
- Decide of proper information for management reports.
- Recommend the criticality of equipment failures during silent hours and take appropriate action.
- Provide guidance and advice

Education

- Undergraduate degree and two (2) years of experience
- College diploma and four (4) years of experience

The educational program must be from an accredited learning institution recognized in Canada. If you completed a program outside of Canada you will be required to obtain proof of a Canadian equivalency at your expense through a recognized credential assessment service. Note: Any higher level of education could be recognized as experience.

Experience

- Experience in conducting research from various sources and analyzing the information in order to draw inferences or make recommendations verbally or in writing; and
- Experience in providing client services.

Candidates must also possess:

- Experience in working in a high pressure environment, such as a call centre, an operations or crisis centre, etc.

Assets

- Knowledge of global issues and trends related to terrorism and espionage and their implications for Canada and Canadians; and
- Knowledge of CSIS priorities and National Security issues.
- A role play and a written examination will be administered simultaneously and will be used as part of the overall assessment for candidates combined with the competency based interview.

Competencies

- Judgement

- Behavioral flexibility
- Teamwork
- Analytical skills
- Communication
- Organizational skills / multitasking

Conditions of Employment

- The incumbent must be prepared to work flexible hours with short notice travel requirements under a variety of unfavorable conditions from time to time.
- Employees must possess and maintain a valid and permanent Canadian driver's license for the duration of their employment in that position.
- Flexibility is required in relation to the work schedule that may extend beyond core hours of work based on operational requirements.
- Candidates must be willing to work shifts based on a 24/7 rotational basis.

Notes

While we continue to explore opportunities for flexible work arrangements, the majority of work in our organization must be done in the office and cannot be performed at home.

Reference Links

Security Requirements

Candidates must be eligible to receive an Enhanced Top Secret security clearance. The process involves a security interview, a polygraph, and a background investigation that includes credit and financial verifications. The use of illegal drugs is a criminal offense. Drug use is an important factor considered in your reliability and suitability assessment during the selection process. Therefore it is important not to use any illegal drugs from the time you submit your application.

Others

We thank all applicants for their interest in CSIS. However, only those who are selected for further consideration will be contacted.

For more information, visit [CSIS for Emergency Management Analyst](#)