



# 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: 2024/04/26

## Unit Head Technology

**Job ID** 21-968-09-024-4974

**Web Address**

<https://careers.indigenous.link/viewjob?jobname=21-968-09-024-4974>

**Company** CSIS

**Location** Ottawa, Ontario

**Date Posted** From: 2022-02-01

To: 2050-01-01

**Job** Type: Full-time

Category: Public Administration

### Description

Closing Date 2022-09-26

Reference Number 21-968-09-024

Job Category Experienced

Who Can Apply Canadian Citizens

Location Ottawa, Ontario

Salary Range \$95,350 - \$116,060

Status Indeterminate (permanent)

Language Requirement Bilingual Non-Imperative (BBB/BBB)

### Job Summary

- This position is responsible for the provision of technology enabled business solutions and services through the management of people and resources
- Develop work/project plans and deliverables, assign work to staff, and oversee the implementation of technical solutions. Monitor and track results against ongoing plans.
- Manage and guide staff, address HR challenges, conduct performance evaluations, establish training plans and provide guidance and mentoring to staff. Plan for staffing renewal and participate in recruitment and staffing activities to support staffing levels.
- Provide leadership and advice on technical matters and ensure compliance with legislation and Service policies. Support the development of executive summaries, briefing materials and presentations to senior management for the area of responsibility.
- Consult with stakeholders on requirements, provide advice on specialized technical matters and solutions to address business needs.
- Implement and monitor policies and update procedures within the area of responsibility.
- Liaise with internal, external and interdepartmental counterparts for the exchange of information, assessment of shared requirements and/or the resourcing of projects. Maintain and improve established relationships in support of technical programs of common interest.

- Under the direction of management, plan and control the budget, monitor expenses and advise management of any budget requirements or issues.
- Create Statement of Work/Requests for Proposals for the engagement of consultants, contractors and service provider companies and regularly monitor deliverables.

## Education

- Undergraduate or Masters degree \* and seven (7) years of experience\*\*
- Technologist diploma\* or Professional Technologist equivalency designation and eight (8) years of experience\*\*
- &middot; College diploma\* and ten (10) years of experience \*\* \* Fields of study: Computer science, electrical, electronics, network security, telecommunications, or computer engineering. 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

\*\* is defined as providing technical expertise and leading the development, delivery or support of technology activities. Candidates must also possess: Experience in providing technical advice and recommendations (orally and in writing) to senior managers and employees. Experience contributing to the development of workplans, developing technical requirements, and/or drafting design documentations. Assets:

- Experience in a formal or informal supervisory role

Formal supervision: Formal supervision entails the day to day planning, organizing, directing, controlling and performance of the work of others (team) in achieving / attaining results within an organization. These skills may have been acquired through work experiences within the Service or outside. Tasks include:

- Developing strategies to support activities within the organisation and helping the team understand the goals / objectives.
- Encouraging participation, developing talent, setting objectives and providing performance feedback to employee
- Identifying issues and resolving workplace problems such as absenteeism, conflict.
- Scheduling work hours

Informal supervision: For this criterion, we are looking for experience related to the skills required to perform the functions, and not necessarily formal "supervisory" experience. Depending on the number of employees to be supervised, this may involve various degrees of experience in planning, coordination, control and leadership of human resources. These skills may have been acquired through both work-related and other experiences, including volunteer and other work experiences outside the Service, as a supervisor or not. Written Exam A written exam will be administered. If successful, you will be invited to an interview.

## Competencies

Evaluated during the written exam:

- Promote Innovation and Guide Change
- Written communication skills

Evaluated during the competency-based-interview:

- Create Vision and Strategy
- Mobilize People
- Collaborate with Partners and Stakeholders
- Achieve Results
- Uphold Integrity and Respect

### Conditions of Employment

Official Language Proficiency: The immediate need is to staff positions with various linguistic profiles, therefore, we encourage all interested candidates to apply.

### Notes

- If a position is identified as imperative, the employee being appointed to the position must meet the language requirements of the position, as demonstrated by valid second language evaluation (SLE) results, at the time of appointment.
- If a position is identified as non-imperative, the employee who is appointed to the position and who does not meet the linguistic profile of the position upon appointment, is considered to be "conditionally appointed" to a bilingual position. In this situation, the employee must meet the language requirements of the position within two years of the appointment date.

IT Market Modifier designated positions; therefore, successful candidates may be eligible to the IT Market Modifier.

### 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 Unit Head Technology