



# 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.Link's 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.

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# Job Board Posting



Careers.Indigenous.Link

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## Manager, Data Quality Assurance

<b>Job ID</b>	<b>A6-E3-08-1D-5E-FA</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=A6-E3-08-1D-5E-FA">https://careers.indigenous.link/viewjob?jobname=A6-E3-08-1D-5E-FA</a>	
<b>Company</b>	Canada Post	
<b>Location</b>	Ottawa, Ontario	
<b>Date Posted</b>	From: 2022-06-29	To: 2022-07-29
<b>Job</b>	Type: Full-time	Category: Miscellaneous
<b>Languages</b>	English Essential	

### Description

Job Requisition Id: 158190  
Business Function: Strategy  
Primary City: Ottawa  
Other Location(s): Where the successful candidate resides  
Province: Ontario  
Employment Type: Full-Time  
Employment Status: Permanent  
Language Requirement: English Essential  
Employee Class and Level: CPMGA02  
Number of Vacancies 1  
Job Closing Date): 07/29/2022

All qualified candidates will be considered however preference will be given to Indigenous people (First Nations, Metis or Inuit) or persons with a disability. This is a special measure employment equity initiative and candidates from this group who wish to qualify for preferential consideration must self-identify.

### Job Description

The Data Quality Assurance Manager has a lead role in the development and implementation of a long-term data quality strategy, which is focused on analyzing core data to identify quality gaps, implementing reporting processes to track data quality improvements over time, enhancing current systems, defining, and prioritizing high-value data quality projects and managing the project to completion by partnering with, Innovapost and Business Areas.

The manager is responsible for activities to determine and define the content, quality, and suitability for use of various data sources in meeting specified business needs. The data quality manager works with business analysts to ensure data requirements are complete and appropriate, establishes data quality standards.

The manager promotes, facilitates, and implements an enterprise wide reporting agenda that meets the increasing requirements of internal stakeholders for timely, accessible, and quality data through: the development of a clear and deliberate information resource management strategy and coordination of data resources; the formulation of new data quality policies around data governance within and across business units which aligns data; clarifies roles and responsibilities, and addresses stewardship and security issues; placing emphasis on analytics that focuses beyond compliance, and ad hoc reporting to one based on knowledge management through research and analysis.

### Job Responsibilities

Below are the main job requirements and responsibilities for the role of the Manager, Data Quality Assurance.

1. Build long term data quality monitoring processes. Establish a data quality methodology documenting a repeatable set of processes for determining, investigating and resolving data quality issues, establishing an on-going process for maintaining quality data, and defining data quality audit procedures.
2. Collaborate directly with the business data owners to establish the quality business rules that will provide the foundation of the organization's data quality improvement plan. Works with Innovapost governance teams to validate business rules as they impact quality. Articulate the need for and benefits of data quality business units.
3. Recommend maintenance enhancements to data acquisition processes to improve accuracy. Make recommendations to operational support and processes for enhancements to systems of record to improve accuracy of operation data.
4. Perform complex data analysis in support of ad-hoc and standing customer requests. Works closely with data quality technical staff, applications development, and the data owners/subject matter experts from the businesses. Reviews referential and historical integrity of data. Participates in defining new data, and data acceptance.
5. Develop reports, programs, methodologies, and files for analyzing and presenting data, business process issues to the business. Recommends and influences the client to change business process and/ or agree to certain terms based on the findings.
6. Research new data sources and analytical tools; contribute to new product development and improvement in product delivery and presentation. Utilize data quality tools, as well as with various data sources to uncover and determine root causes of data quality issues.
7. Determine appropriate data sources to match business requirements. Ensure that the proposed data sources can be used to meet specific business needs and data quality requirements. Defines the quality (accuracy, consistency, completeness, currency) of data required to satisfy specific business process requirements.
8. Responsible for overall data quality and integrity and resolving data issues. Works with data stewards (business and technical) to monitor and maintain data quality and integrity. Performs data quality assessments for new and existing data sources. Develops, manages, and updates data

quality assessments on source systems as well as providing technical metadata.

10. Creates a positive work environment and culture, by providing clear objectives and performance expectations for direct reports.

11. Maintains a network of internal and external contacts to regularly benchmark and remain current on future trends and developments related to government standards, industry practices, legislation, guidelines, new technologies, and programs related to BI solutions and analytics.

#### Qualifications

##### EDUCATION

- Completed University degree in Business, Computer Science, Management Information Systems, or a related field OR a combination of equivalent professional experience and training

##### EXPERIENCE

- 3 to 5 years' relevant experience in data management is required

- 3 or more years' experience in data governance is an asset

##### OTHER REQUIREMENTS

- Strong knowledge of SQL is required

- Cloud data architecture and data modeling skills are an asset

- Advanced level of understanding of business processes, data structures, data rules and system sources

- Exceptional communication and interpersonal skills with all levels of management.

- Facilitation skills: ability to gain cross-departmental consensus; understanding, translating, and communicating abstract concepts/ideas.

- Knowledge of data or information management, data flows, data relationships, data quality standards, processes, and proficiency with data analytical and quality tools. Experience building reports using BI tools.

- Strong analytical and problem-solving skills that allow working with problems that are complex and often unique. Ability to use technical knowledge to determine resolution strategies aligned to business needs.

##### Other

Health and safety is our highest priority. With vaccination shown to be the most effective tool to reduce the risk of transmission of COVID-19 and protecting individuals from severe consequences of this virus, Canada Post has implemented a Vaccination Practice. Accordingly, you will be required to attest to being fully vaccinated. If you are unable to be vaccinated, you may request an accommodation due to a medical, religious, or other prohibited ground of discrimination as described in the Canadian Human Rights Act.

##### How to Apply

Click "Apply Now"