



*City of Oshawa, located just a short 30-minute drive from Toronto, is a progressive city of 172,000 people and is the economic engine of the eastern Greater Toronto Area. Our strategic pursuit of sustainable growth, excellent community service delivery and co-operative partnerships have enhanced our quality of life advantage, while maintaining a strong commitment to fiscal restraint.*

**Job Title:** Regular Full-Time Manager, GIS and Data Services

**Posting Number:** 003612

**Department:** Corporate Services Department

**Branch:** Information Technology Services

**Location:** City Hall

**Posting Start Date:** 2022/03/16 **Posting End Date:** 2022/04/01 by 4:30pm

**Employment Group:** Exempt **Salary Grade:** R-\$117,206- \$137,891 per annum

**Standard Weekly Hours of Work:** 36.25 **Shift Work Required:** No

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## **Job Description**

Reporting to the Director, Information Technology Services (I.T.S.), the Manager, GIS and Data Services will manage and lead the City's transformation toward a data informed organization, advancing the development and implementation of a Corporate GIS and Data Strategy, and leading in the implementation of new technologies such as data warehousing, reporting, analytics and dashboards. The City of Oshawa strives to provide an environment that cultivates and supports the following core values: Authenticity, Courage, and Trust (A.C.T.).

Key Responsibilities include:

- Managing the City structured data architecture, security, reporting, dashboards and graphical visualization of City data, both for internal use and for use by the community as Open Data including development of policies and procedures;
- Delivering the Geographic Information System (G.I.S.), Business Intelligence (B.I.) and Open Data portfolio for the City including the tools, and best practices

that enable access to and analysis of this information to improve and optimize decisions and performance;

- Managing the City's enterprise data architecture encompassing all data (both GIS and non-GIS) in collaboration with City Clerk Services. This includes maintaining the current architecture and standards, target architecture, and planned roadmap;
  - Delivering the corporate Business Intelligence (B.I.) framework and infrastructure for organizing the City's data and the technology components in order to build B.I. solutions for data analytics. This includes the implementation of Master Data Management (M.D.M.), Data warehousing, and data visualization tools and technologies;
  - Ensuring the data security of enterprise information including categorizing information, establishing and applying security standards and assuring on-going maintenance and education of information security;
  - Providing oversight and management of the day-to-day operations of the City's GIS and Data resources including risk mitigation, issues management, measuring and monitoring performance and compliance with protocols; and
  - Ensuring that GIS and data projects are delivered on time, on budget and in priority order to ensure the most efficient allocation of resources that align with the corporate goals and technology strategies while supporting business needs.
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- Knowledge and skills normally associated with completion of a four year (4) University degree in a related field of study (e.g. Computer Science, Engineering or Business Administration) plus five (5) years' experience in information systems project management implementation and support including two (2) years' experience in a management or supervisory capacity.
  - Certification in Geographic Information Systems and Certified Data Management Professional (CDMP)
  - Master's Certificate in Municipal Management, Lean certification (green or black belt), and Project Management Professional (PMP) certification are considered asset
  - Knowledge of project management processes and project lifecycle methodologies specific to IT hardware and software in order to plan and deliver certain IT projects and to advise the project management process for IT projects.
  - Demonstrated experience developing and implementing strategic plans in GIS and/or Data domains along with strong familiarity of BI and data management best practices, data visualization and data science, methods and tools.
  - Communication skills to write technical reports, make oral presentations, work with various City staff members, and to conduct business with industry leaders.
  - Facilitation skills to generate collaboration among cross-functional teams and the ability to nurture working relationships with different levels of staff from various business areas.
  - Ability to understand key information technologies and their functionality (e.g. Enterprise applications, end-use hardware, technology infrastructures).
  - Management competencies including results/achievement focus, human resources management, leadership, financial management, business planning,

decision making/judgement, representation and professionalism and job knowledge.

- Possess high level critical and strategic thinking skills, excellent organizational skills and complex analytical and problem solving skills.

**Please note this position is eligible to request remote work/hybrid arrangements, where operationally feasible.**

**Please be advised that position location as noted is at the time of posting and is subject to change, as required due to operational needs.**

We would like to thank all applicants however, please note that only those selected to attend an interview will be contacted and all other applicants will be kept on file. Applicants are advised that written, oral and practical testing may form part of the selection process.

Please apply online to this position at: <https://oshawa.jobs.net/en-CA/search>

All applicants are encouraged to provide a valid email address for communication purposes. Please ensure that you check your email regularly to receive any correspondence.

*We are an Equal Opportunity Employer in accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code (OHRC). The City of Oshawa promotes the principles of diversity, equity and inclusion and adheres to the tenets of the Canadian Human Rights Act and the Ontario Human Rights Code. The City of Oshawa encourages applications from women, Indigenous Peoples and persons of all cultures, ethnic origins, religions, abilities, ages, sexual orientations, and gender identities and expressions.*

*All City of Oshawa employees are required to be fully vaccinated against COVID-19 as a condition of employment; proof of vaccination status will be requested upon hire. The City of Oshawa will provide accommodations throughout the recruitment and selection and/or assessment process to applicants with disabilities and/or needs related to the OHRC. If you require an accommodation during the recruitment process or assistance with the application process please contact us at [humanresources@oshawa.ca](mailto:humanresources@oshawa.ca) or 905-436-5666. Personal information provided is collected under the authority of The Municipal Freedom of Information and Protection of Privacy Act.*