

# Technology Analyst

Quispamsis



## The Opportunity

As a Technology Analyst, you'll optimize business systems, integrate platforms, and strengthen IT governance. Your role includes performing small-scale software development and enhancements, coordinating projects, translating technical requirements into actionable solutions, and collaborating across departments, vendors, and service providers. Reporting to the Technology Manager, you'll work on initiatives that improve service delivery and create a more connected municipality.

## Key Responsibilities

- Develop and maintain software components, scripts, and integrations to enhance municipal systems and automate workflows.
- Configure and maintain enterprise applications to meet evolving municipal needs and eliminate duplicate data entry.
- Conduct application rationalization and recommend improvements.
- Design and maintain secure, scalable databases; perform data modeling, normalization, and performance tuning.
- Optimize ETL pipelines for reliable, timely, and auditable data flows across systems.
- Plan and coordinate digital transformation projects, including AI tool integration and infrastructure upgrades, with clear timelines, dependencies, and risk management.
- Deliver end-user training and support to create adoption and continuous improvement.
- Partner with internal teams and external vendors to ensure smooth operational transitions and stakeholder engagement.

## Qualifications/ Experience

- Post-secondary education in IT, Computer Science, or related field.
- 2 year's experience in software development, business systems analysis and database administration.
- Experience in API design and integration, workflow automations, and cloud platforms (Azure).
- Strong organizational skills and ability to engage stakeholders at all levels to drive successful adoption of technologies and processes.
- Experience with change management and project delivery frameworks (Agile, Waterfall).
- Knowledge of databases (SQL), ETL processes, and reporting platforms (Power BI).

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- Proficiency in modern programming languages (e.g., Python, C#, Java) and scripting for automation.
- Valid New Brunswick driver's License, clean driver's abstract, and access to a vehicle for corporate business (mileage reimbursed).

## Work with Us

As a full time, permanent employee with The Town of Quispamsis, you will enjoy a comprehensive benefits package including:

- Flexibility in scheduling with a 4-day compressed work week option
- Health and dental benefits
- Enrollment into our defined benefit pension plan with no waiting period
- Subsidized fitness plan

## Applications

Applications will only be accepted through our online application system until February 22nd, at 5:30pm. Qualified applicants should submit their cover letters and resumes to:

Human Resources Department  
Quispamsis  
Competition number: 2025-25

*When applying online, please submit your cover letter and resume together as one document.*

[Click here](#) to apply online

*Quispamsis is an equal opportunity employer. Only those applicants being considered further will be contacted.*