

Pickering is a vibrant, connected, and engaged community that is experiencing both significant economic and residential growth. We continue to evolve as a preferred destination for creative learning, memorable events, and unique experiences, and are seeking passionate candidates that are committed to joining us on our journey.

Our dedicated, energetic staff are guided by our core values and corporate priorities which fuel an inclusive culture and encourages teamwork, customer service excellence, and personal and professional growth.

The City provides competitive compensation with a focus on workplace wellness. Explore our career opportunities and see how you can make a difference.

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## **Project Manager – ERP Implementation**

### **(12-15 Month Contract)**

Reporting to the Project Director (the Director, Finance & Treasurer), the Project Manager (PM) is responsible for managing the implementation of an Enterprise Resource Planning (ERP) System that will include new Finance and HR systems. The incumbent will coordinate and plan the execution of the design, configuration, testing and deployment phases. A successful implementation will be accomplished by:

- applying expert project management knowledge, skills, tools and techniques to project deliverables, processes, and systems;
- coordinating the planning and execution of the implementation with the vendor to ensure cost, time, and quality goals are met;
- leading the development and execution of the change management and communication strategy;
- ensuring all project documents, including the project plan and issues log, are updated weekly, and providing regular progress reports to the Project Director/Steering Committee;
- facilitating day-to-day team interactions, managing risks, supporting team members, and escalating issues and concerns to the Steering Committee; and
- developing and maintaining metrics that monitor project progress and improve team efficiency and performance.

#### **Successful applicants will possess the following:**

- Successful completion of a university degree in business, computer science, information systems or a closely related field.
- Project management accreditation such as PMP, PMI-ACP.
- Five years experience in project management and the roll out of change management.
- Experience in public sector ERP implementation, on either the implementation partner side, or client side. Knowledge of, and direct experience with an SAP ERP implementation would be considered an asset.
- Experience within a unionized environment would be considered an asset.
- Demonstrable in-depth understanding of accounting and business processes.
- Superior communication (written and verbal), organizational, time management, analytical, problem solving, and troubleshooting skills.
- Ability to work independently under minimum supervision.
- Ability to maintain confidentiality and integrity of information and data.
- Demonstrated proficiency in the use of personal computers, Windows based computer applications and database management software.
- Must be prepared to undergo a Vulnerable Sector Screening as a condition of employment.

Annual salary range starting at \$97,407.38 (based on a 35 hour work week).

Qualified candidates may submit a detailed resume or online application form by **Friday, January 25, 2019** to:

Recruitment Specialist  
Human Resources Division  
One The Esplanade  
Pickering, ON L1V 6K7

**By Email:** [hr@pickering.ca](mailto:hr@pickering.ca)  
**By Fax:** 905.420.4638  
**Online:** [pickering.ca/employment](http://pickering.ca/employment)

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We thank all applicants for their interest; however, only those selected for an interview will be contacted. In accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, personal information is collected under the authority of the *Municipal Act* and will be used for the purpose of candidate selection. Please contact Human Resources if you require accommodations throughout the recruitment process. Documents are available in alternate formats upon request.

**An Equal Opportunity Employer**