

The City of Pickering is committed to creating an equitable, diverse and inclusive workplace and strives to foster a sense of belonging, empowerment and respect among all employees and community members. We recognize and value that diverse perspectives, skills, backgrounds, and lived experiences contribute to the growth and strength of our organization and community. As such, we welcome and encourage applications from Indigenous Peoples and equity-deserving communities including women, persons with disabilities, racialized persons, persons who identify as 2SLGBTQI+, and other diverse communities.

## ERP Analyst Data Integration & System Administration

<b>Department:</b>	Finance
<b>Classification:</b>	1 Full-time, Permanent
<b>Affiliation:</b>	Non-Union
<b>Vacancy Reason:</b>	Vacant Existing Position
<b>Shift/Hours:</b>	Monday – Friday, 8:30 am – 4:30 pm, 35 hours per week
<b>Salary Range:</b>	\$110,819.80 to \$122,831.80 annually
<b>Work Location:</b>	City Hall, One the Esplanade South, Pickering, ON, L1V 6K7
<b>Date Posted:</b>	Wednesday, May 7, 2025
<b>Deadline to Apply:</b>	Sunday, May 25, 2025

### Job Summary

The City of Pickering is seeking a dedicated and motivated individual to join our team in the role of ERP Analyst Data Integration & System Administration.

The successful incumbent is responsible for administering the City's SAP system landscape, ensuring the stability, security, and performance of the Process Integration/Process Operation (PI/PO) system integration, and leveraging Advanced Business Application Programming (ABAP) skills to develop custom solutions and resolve technical issues. The incumbent will work closely with cross-functional teams to design and implement robust and scalable solutions that integrate SAP systems with other applications and platforms.

### Primary Responsibilities

- Responsible for SAP data integrity and accuracy verifications ensuring interfaces between S/4 HANA and SuccessFactors along with other systems work as intended, verifying and correcting any discrepancies, and ensuring data standards are being followed.
- Manages the configuration transports to ensure all configuration and development objects are promoted properly.
- Acts as the prime contact for the installation, upgrade, and maintenance of SAP systems.
- Consults with business analysts and works with business staff in all departments to develop an understanding of the varied and complex business needs, as well as determining how changing business needs affect the system. Provides ideas and recommendations regarding the evolution of the system.
- Implements and maintains the multiple SAP instances that comprise the SAP environment (development, test, training, and production).
- Evaluates and designs interfaces between SAP and external systems.
- Manages SAP users, authorizations, and profiles.
- Participates in the planning and implementation of SAP system patches and upgrades.

Additional secondary responsibilities may apply and will be outlined in the Job Description, which will be provided to candidates selected for an interview.

### Education and Experience

- Successful completion of a post-secondary Degree in Business Administration, Information Technology or Computer Science, or other related studies.
- SAP Certification on SAP Basis or PI/PO, to include experience on Fiori gateway.
- IT Infrastructure Library (ITIL) Certification is an asset.
- 5 years' experience in SAP HANA, to include experience in SAP Cloud Platform Integration and SAP PI/PO integration.
- Experience with EDI integration, file-to-file interface or web services is an asset.
- Experience in MS-SQL is an asset.

## Knowledge, Skills and Abilities

- Strong knowledge of SAP standards and roadmaps.
- ABAP Development skills is an asset - Forms (SmartForms, Adobe), Reports, Enhancements, Conversions (LTMC, LSMW), Interfaces.
- Demonstrated technical and analytical skills used to implement internal and external integrations using SAP PO/PI.
- Demonstrated experience with Archiving in SAP.
- Ability to maintain confidentiality and integrity of information and data.
- Demonstrated leadership and personnel skills.
- Ability to work independently under minimum supervision.
- Ability to manage multiple initiatives simultaneously (prioritizing, planning, and distributing work).
- Demonstrable effective leadership, project and time management, analytical and troubleshooting skills.
- Knowledge of the concepts of SOAP and REST services both XML and JSON message formats.
- Provides SAP programming proficiency in SAP PO (Process Orchestration), Fiori, ABAP, Batch data communication, User Exits, Interface and conversion methodologies, SAP SmartForms.
- Demonstrated experience upgrading and integrating SAP with other applications and/or technologies.
- Demonstrated technical knowledge of SAP systems and a good understanding of two or more functional areas such as FI, SD, MM, PP, or WM.
- Demonstrated understanding of the use of Hyperscalers (MS Azure is preferred).
- Ability to work in Agile/Waterfall models.
- Proven knowledge and experience with Project Management tools and proficiency with MS Office (Word, Excel, Project, PowerPoint, Visio) and Outlook.
- Excellent communication skills including the ability to clearly communicate technical/complex information both verbally and in writing using lay terminology
- Ability to facilitate meetings, including agenda and minutes preparation.
- Must be prepared to undergo a Criminal Reference Check as a condition of employment.
- Must possess a valid Class "G" Ontario Driver's License and provide ongoing consent to conduct Driver's Abstracts through the Ministry of Transportation. A clean driving record is preferred.

Compensation also includes a comprehensive benefits package, and an OMERS pension plan.

Qualified candidates may complete an **online application form** where you will be required to upload your resume and cover letter (PDFs only). 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 is used for the purpose of candidate selection.

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The City of Pickering is committed to inclusive and barrier-free employment practices, and to creating a workplace that reflects and supports the diversity of the community we serve. Accommodations are available throughout the recruitment process in accordance with the *Accessibility for Ontarians with Disabilities Act*. Accessible formats and supports can be requested. For assistance, please contact the Human Resources Department at 905.420.4627 or [hr@pickering.ca](mailto:hr@pickering.ca).

**Pickering: A complete, world-class city... inclusive, connected, caring and prosperous.**

