

Business Intelligence Analyst - Programmer

Purpose of the Job:

- Define, develop, test, analyze and maintain new software applications in support of the achievement of business requirements, including writing, coding, testing and analyzing software programs and applications.
- Research, design, document and modify software specifications throughout the production lifecycle.

Responsibilities:

Strategy & Planning

- Collaborate with other IT members in the development and maintenance of software programs and applications.
- Analyze and assess existing business systems and procedures.
- Assist in the definition, development, and documentation of software's business requirements, objectives, deliverables, and specifications on a project-by-project basis in collaboration with internal users and departments.
- Assist in defining software development project plans, including scoping, scheduling, and implementation.

Acquisition & Development

- Conduct research on emerging application development software products, languages, and standards in support of procurement and development efforts.
- Liaise with the Operations and potentially with vendors, for efficient implementation of new software products or systems and for resolution of any adaptation issues.
- Recommend, schedule, and perform software improvements and upgrades.

Operational Management

- Consistently write, translate, and code software programs and applications according to specifications.
- Write programming scripts to enhance functionality and/or performance of company applications as necessary.
- Liaise with IT members and Operations to assist in resolving software application and product problems.
- Design, run and monitor software performance tests on new and existing programs for the purposes of correcting errors, isolating areas for improvement, and general debugging.
- Administer critical analysis of test results and deliver solutions to problem areas.
- Generate statistics and write reports for management and/or team members on the status of the programming process.
- Develop and maintain user manuals and guidelines.
- Train end users to operate new or modified programs.
- Install software products for end users as required.

Communications

Internal: Provide and receive verbal and written information to and from co-workers across different departments and offices.

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Qualifications

- Completion of a bachelor's degree in computer science or software engineering.
- Minimum of 5 years' experience.
- Proficiency in a variety of programming languages including: VB .Net, C+.NET, MS SQL and ASP.NET.
- Strong understanding of coding methods and best practices.
- Strong understanding of relational databases and operating systems experience with MS-SQL 2008, WIN XP and WIN 7/8.
- Prior experience interviewing end-users for insight on functionality, interface, problems, and/or usability issues.
- Hands-on experience developing test cases and test plans.
- Knowledge of applicable data privacy practices and laws.
- Able to communicate effectively with non-technical staff and with members of interdisciplinary teams.
- Flexible and adaptable in regard to learning and understanding new technologies.
- Strong written, oral, and interpersonal communication skills in English and French.
- Ability to conduct research into software-related issues and products.
- Highly self-motivated and directed.
- Attention to detail.
- Proven analytical and problem-solving abilities.
- Ability to effectively prioritize and execute tasks in a high-pressure environment.
- Ability to work both independently and in a team-oriented, collaborative environment.
- Familiarity with Brokerage and Logistics Operations and Systems would be an asset.
- Some travel may be required for the purpose of off-site software installation.