

It's an exciting time to be a part of Clinical Trials Ontario! Join a growing and energetic team committed to improving the clinical trials environment in Ontario and advancing health care and innovation opportunities across the province.

Clinical Trials Ontario (CTO) is an independent not-for-profit organization focused on improving the environment for clinical trials in the province. Our key priorities are streamlining the conduct of high quality and ethical clinical trials, engaging patients and the public, and promoting Ontario as a preferred destination for global clinical trials. We offer a flexible and collaborative working environment and a competitive benefits package. For more information, please visit ctontario.ca.

We invite you to join our team as:

Business Systems Architect

POSITION SUMMARY

Reporting to the President & CEO the Business Systems Analyst/Architect will be responsible for overseeing the design, development and evolution of CTO systems and web-based applications. The Business Systems Analyst/Architect will gain a thorough understanding of CTO programs and IT requirements and work with multiple stakeholders, including the Director, Information Technology, to recommend technical systems and architectures to fulfill business requirements and to set the overall direction for the development team. The BSA will also work with vendors and web developers to review ongoing software development progress and to set development timelines and milestones while ensuring modern frameworks are used and development priorities are in line with business needs, as well as liaising with other non-technical internal and external stakeholders to understand current business needs and industry trends.

The BSA will take a lead role in developing and executing business plans to promote CTO systems' use, develop revenue generation opportunities and support external clients in adopting systems.

RESPONSIBILITIES

- Establish understanding of CTO programming, current business needs, state of technical systems and web development progress
- Determine IT systems and web development objectives and direction based on business requirements and client needs
- Define, document, and translate business requirements into detailed functional specifications
- Plan, manage and lead the delivery of detailed system requirements and technical functionality specifications that align with business growth opportunities; monitor the progress of CTO systems development and performance, and provide regular progress reports to senior management; bring attention to the President and CEO any issues placing at risk project completion or system quality

- Assist with application testing and configuration to ensure applications meet requirements; design system test cases and coordinate participate in user acceptance testing and testing of new system functionality
- Assist with the ongoing development and maintenance of CTO Stream
- Continually seek out and receive feedback from CTO users and the CTO team regarding CTO systems to make improvements to enhance functionality, quality and efficiency; conduct formal assessments of the systems to elicit user satisfaction and potential improvements
- Work with IT contractors and vendors to ensure the reliability and availability of CTO applications; lead communications/regular meetings with vendors to ensure continued system quality and to implement enhancements
- Provide operational and process related support for clients
- Build relationships with business partners and other and stakeholders to ensure CTO applications meet client needs and are on top of industry trends
- Develop and implement business and outreach plans to promote CTO systems/applications for local use and develop revenue generation opportunities
- Support external clients in adopting systems, lead the mapping process and evaluation process, develop migration plans and propose work plans and budgets to effectively support projects; manage the implementation process by overseeing the work plan and ensuring all milestones are met and budget adhered to
- Support the integration of multiple CTO systems by working closely with the CTO team and vendors
- Contribute to the creation and updating of training/education materials and website materials; present CTO systems at various venues and conduct education/training sessions as needed
- Support collection and presentation of metrics associated with CTO programming
- Additional duties may be assigned

SKILLS/EXPERIENCE:

- Experience working with large scale business application analysis, design and implementation
- Experience working in all phases of the Software Development Lifecycle
- Demonstrated leadership and project management skills to lead multiple concurrent IT projects
- Effective communication and interpersonal skills to work with technical and non-technical stakeholders
- Develop architectural solutions to meet complex multi-year plans, spanning stakeholders
- Provide guidance and training to web/software development staff
- Software design and development for enterprise systems
- Experience in design requirements gathering of web software products
- Knowledge of any Frontend (HTML, CSS, Angular2, etc.), Backend (Node.js, Express.js, etc.) web programming including web services/APIs and database management system (MS SQL, MongoDB) would be an asset
- Experience developing and implementing IT solutions in the health Care sector

Applications should include a resume and a cover letter detailing the candidate's interests and background and experience relevant to the position, as well as salary expectations. Please submit applications **by 12:00 noon on Thursday, August 10, 2017** in confidence **by email** to:

Elena Trebinjac, Operations Manager
 Clinical Trials Ontario
email: hr@ctontario.ca

For further information please contact:

Elena Trebinjac

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