

BC Public Service - Job Opportunities

[How to Apply](#) | [Search our Careers](#) | [Create Profile](#) | [Career Centre Login](#) | [Executive Opportunities](#)

RO R24 - Senior Performance Measurement and Reporting Analyst

| | |
|------------------------------------|---|
| Requisition #: | 24640 |
| Department: | Tech, Innov & Citizens' Serv |
| Ministry Branch / Division: | BC Stats |
| Posting Close Date: | 2015-03-23 |
| Location: | Victoria - |
| Job Type: | Regular Full Time |
| Category: | Leadership and Management, Policy, Research and Economics |
| Job Profile: | 24640 Profile Sr Perf Measurement and Reporting Analyst 2015 |
| Job Summary: | |

Senior Performance Measurement and Reporting Analyst Salary \$58,332.28 to \$66,652.94 annually

Come work with the Public Sector Research & Evaluation section of BC Stats – Playing with numbers has never been so much fun!

Do you take pride in measuring organizational performance? Do you enjoy creating, monitoring and reporting on performance metrics to help ensure that an organization's overall strategic direction is on track? Do you like to work on a wide variety of projects all for various clients all at once? If so, we may have the perfect position for you!

Our focus is meeting client needs with high quality information and analysis, often operating within a cost-recovery environment.

You are a highly motivated and self-directed individual looking for a career opportunity in the field of performance measurement, research, evaluation and analysis. You must be comfortable with taking on different roles within this fast-paced environment with tight deadlines, and are required to work both independently and in a team setting.

Service BC, the source for frontline government services and information in British Columbia, delivers hundreds of programs and services to residents, businesses and visitors – in person, online, and over the phone. As BC Stats has the corporate function of Performance Measurement and Reporting for Service BC, you will be developing division-wide performance measurement plans and reports to help ensure Service BC's overall strategic direction not only aligns with government's overall strategic direction, but that all is on track for success.

Please see the attached job profile for more exciting accountabilities offered in this position! And to learn more about this opportunity, please contact Brooke.Somers@gov.bc.ca. DO NOT APPLY TO THIS EMAIL. For technical problems or problems submitting your resume, please email BCPSA.Hiring.Centre@gov.bc.ca.

APPLICATION REQUIREMENTS:

Resume: YES - Your resume should provide detailed information about your education and employment history as it relates to the required job qualifications. In order to be considered, your resume must include the month, year(s) for each work employment history and job related responsibilities.

Online Text Questionnaire: YES - As part of the application process you will be prompted to complete an online questionnaire to demonstrate how you meet each of the job qualifications. The questionnaire will include questions to which you will be required to provide thorough written responses. There is no save function available and you will not be able to leave and come back at a later time to complete the questionnaire so **please allot approximately 30 to 60 minutes to provide thorough text responses to the online questionnaire questions**. *To ensure you don't lose your work when answering questions that require text responses, we encourage you to copy the questions and prepare your responses outside of the system, then simply paste your prepared responses into the online questionnaire when you are ready.*

Cover letter: NO. A cover letter is not required, as it will not be reviewed.

A criminal record check will be required. An eligibility list may be established.

Qualifications:

In order to be considered for this position, your resume must clearly show that you have the following:

- Undergraduate degree in business administration, public administration, economics, statistics, mathematics, geography, psychology, sociology or equivalent.
- Five years experience providing written and/or oral authoritative advice, guidance and recommendations to senior officials (e.g. oral briefings, written briefing notes, written reports).
- Five years experience managing multiple projects simultaneously following project management techniques from project design through implementation to evaluation including setting priorities, managing resources and service contracts to achieving business goals and objectives and measuring success.
- Five years experience designing and conducting quantitative and/or qualitative research (including experience gathering, synthesizing, evaluating and interpreting information from diverse sources).
- Five years' experience using computer applications including spreadsheet (MS Excel), presentation (MS PowerPoint), word-processing (MS Word), database (MS Access) and statistical analysis software (e.g. SPSS, Stata, R, EViews).
- Preference may be given to applicants with experience conducting long-term planning (e.g. strategic planning).

- Preference may be given to applicants with experience in the use and manipulation of large and complex databases.
- Preference may be given to applicants with a Project Management Professional (PMP) credential.

Applicants selected to move forward in the hiring process may be assessed on the knowledge, skills, abilities and/or competencies outlined in the attached job profile.

COURAGE

TEAMWORK

CURIOSITY

PASSION

SERVICE

ACCOUNTABILITY

HOW TO APPLY

Unless otherwise specified in the posting above, only applications submitted using the BC Public Service Job Opportunities website will be accepted.

IMPORTANT:

- Please ensure that you have already created or updated your profile to include your current contact information and updated resume before clicking the **Submit Your Profile** button below. *No changes can be made after you submit your profile.*

To create a profile, click on "Create Profile" at the top of this page.

To update an existing profile, click "Career Centre Login" at the top of this page.

For more information please visit [Hiring Process for Applicants](#).

- After submitting your profile, you will be taken to the **Cover Letter** page where you can add your cover letter. If a cover letter is not required for this competition, select "SKIP" on the following screen to continue with your application.
- As part of your application process you will be prompted to fill out a **brief** set of questions which must be completed in order for your application to be considered. For some competitions you **may** be prompted to fill out a questionnaire that is relevant to the specific position, so please allow time should this be a requirement. You will not be able to go back at a later time to complete the questionnaire after submitting your resume and (if required) your cover letter.

The BC Public Service is committed to diversity and inclusion in our workplace. To support this, we welcome diversity throughout our organization. For more information, please visit our [diversity](#) page

By submitting your profile, you certify that all information submitted is true, complete and correct. Any information provided in your application, any assessment documents or processes and/or an interview that is found to be false or misrepresented in any respect, may eliminate you from further consideration for employment or may result in dismissal.

To submit your resume for this job, select how you heard about the job and then click the "Submit Your Resume" button below.

How did you hear about this job? --

If you selected "Other" as your choice, please provide details on how you heard about us.

Email this job to a friend!

Your Name:

Your friend's email address:

[Disclaimer](#) [Privacy Policy](#) [Accessibility](#) [Copyright](#) [Help](#)

