

# Job Posting

<b>Job Title:</b>	<b>Analyst</b>	<b>Division:</b>	School Board Planning
<b>Location:</b>	Mississauga, ON	<b>Hours of Work:</b>	40+ hours per week
<b>Job Type:</b>	Full Time	<b>Salary Range:</b>	To be discussed
<b>Closing Date:</b>	<b>February 12, 2023</b>	<b>Office Type:</b>	Hybrid

Watson & Associates Economists Ltd., one of Canada's leading economic consulting firms, located in Mississauga, Ontario, is seeking to fill the full-time position of an **Analyst**, in the highly specialized field of school board accommodation planning. Our firm is primarily Ontario-based, serving over 35 school boards, 200+ municipal clients, senior levels of government and private landowners.

## Position Summary:

The preferred candidate will ideally have a minimum of one to two years of relevant work experience in the **field of school board or municipal planning, demographics, data management and/or GIS analysis at the school board or government level or through private-sector employment.**

As an Analyst with the firm, you will assist Consultants and Project Managers on a number of diverse assignments related to school board accommodation planning, financial analysis, education development charge studies, long-term enrolment, population and housing forecasting and housing market analysis. In this role, you will be responsible to assist in maintaining and evolving Watson's web-based dashboards.

The dynamics of this firm's working environment require that the candidate be a highly motivated, self-starting team player, with the ability to manage multiple priorities in a fast-paced, professional office environment. The position requires advanced computer spreadsheet and database skills (Excel, SQL (PostgreSQL), Geographical Information Systems (GIS), preferably ArcGIS 10, Python). Strong written and oral communication, problem solving, presentation and quantitative analysis skills are also necessary. A university degree in economics, urban planning, or geography with data management experience is preferred. Remuneration will be commensurate with experience, knowledge, and abilities.

## Other Qualifications for Consideration:

- The ability to identify problem areas and to work independently in analyzing and evaluating complex statistical data; the ability to apply logic and analytical techniques to determine underlying principles, reasons, patterns, or facts associated with data and other information to draw conclusions.
- The ability to establish and maintain effective working relationships with school board and municipal officials, superiors, subordinates, and the public.
- The ability to use software (ArcGIS, PostgreSQL, Python + Django) in performing complex research and preparing conclusions, and related capacities and abilities.



## Supervision Received:

- You will work under the general supervision of a superior from whom assignments are received with latitude for the exercise of initiative and independent judgement.
- Work is reviewed throughout the study process for results obtained and for conformance to rules and regulations, instructions, objectives, and division policies.
- Some assistance may be provided by other team members.

## Supervision Exercised:

- Usually none, but you will interact with administrative support staff and internal and external colleagues on a regular basis.

## Competencies:

- **Analytical Thinking:** Break down information and undefined problems into specific, workable components and clearly identify the issues at hand. Make logical conclusions, anticipate obstacles, and consider different approaches to achieve company objectives.
- **Database Management:** Able to maintain, clean and quality assure data being used in analyses to meet the requirements of the study at hand.
- **Decision Making:** Make clear, consistent, transparent decisions. Act with integrity in all decision making. Distinguish relevant from irrelevant information and make timely decisions.
- **Initiative:** Proactively and persistently address new ideas and issues.
- **Planning and Organizing:** Define and prioritize tasks and milestones to achieve objectives.
- **Problem Solving:** Identify problems, involve others in seeking solutions, conduct appropriate analyses, search for best solutions, and respond quickly to new challenges.
- **Teamwork:** Work collaboratively to achieve common goals and positive results.

*If you are a research and analysis expert, this one is for you!*

## How to Apply:

Send your cover letter and resume to [careers@watsonecon.ca](mailto:careers@watsonecon.ca). Please include Analyst (School Board Planning) in your subject line.

We thank all applicants for their interest; however, only those selected for further consideration will be contacted.

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