

Division: Enterprise Information and Digital Solutions
Reporting to: Manager, Enterprise Information & Analytics
Career Level: Staff
Pay Type: Salaried

Job Overview

The Report Developer's role is to examine and evaluate reporting requirements for various business units across the organization. This individual will use proven knowledge of specialized reporting tools to develop reporting structures as required. The Report Developer is also responsible for proactively generating and compiling reports based on his or her findings, complete with recommended improvements to – or new requirements for – business processes, operational procedures, and their corresponding reporting structures.

Role

In the role, you will...

- Define the current reporting activities for the development of existing and future reporting procedures and models
- In conjunction with data owners and business units, develop models, procedures, and protocols for reporting in concert with company goals.
- Develop routines and procedures for end-users to facilitate best practice use of reporting tools and applications.
- Communicate clear and accurate reporting changes, enhancements, and modifications – verbally or through written documentation – to management and other employees so that issues and solutions are understood.
- Meet with decision makers, systems owners, and end users to define reporting requirements and goals.
- Create prototype reporting models, specifications, diagrams, and charts to provide direction to system programmers.
- Prepare and deliver reports, recommendations, or alternative solutions for improving processes in reporting systems across the organization.
- Advise and train department and line managers regarding appropriate, effective, and efficient use of organizational reporting capabilities and functions.
- Liaise with various business groups in the organization to facilitate implementation of new or improved reporting processes.
- Coordinate and perform in-depth tests, including end-user reviews, for modified and new processes, and other post-implementation support.
- Conduct research and make recommendations on reporting tools, services, protocols, and standards in support of procurement and development efforts.
- Perform other duties as required

Required Skills

Within your skills and qualifications, you will...

- Be proud of your University or college degree in the field of computer science or information systems and have a minimum of two (2) years of hands-on equivalent industry experience in report development
- Utilize your strong development experience with SQL Server (Stored Procedures, Views and Functions)
- Bring strong report development experience in SSRS (SQL Server Reporting Services) or similar technologies such as Crystal Reports to the team
- Be technically sound with your exceptional knowledge of system and software quality assurance best practices and methodologies.
- Be a business-minded professional who is highly capable of aligning business objectives and capabilities with the technical aspect of our business to achieve results
- Be comfortable using a computer particularly MS Office, Excel and PowerPoint
- Be aware of and mitigate enterprise risk factors and ensure compliance with applicable regulations, legislation and FirstOntario policies and procedures
- Be quick to respond to requests for service from all clients
- Inherently demonstrate a high level of integrity and be trustworthy
- Be more than approachable with your superior interpersonal and communication skills
- Be willing to work flexible hours as required

Accommodations for persons with disabilities are available upon request during the application process.