

Exciting opportunity for a mandate of 12 months with extension or permanent position for **Business Analyst**.

ABOUT YOUR ROLE

- Report to the Director of Operational Excellence and Corporate Finance Support and join a team of experts in financial accounting, financial systems, and process improvement
- Collaborate with process owners to clearly define the business needs and expected benefits
- Work closely with our Agile Teams to deliver practical solutions, monitor results against the expected benefits, and apply learnings for continuous improvement
- Ensure alignment between process improvement opportunities and Finance's strategic objectives and performance targets
- Document financial processes, seek best practices and identify performance benchmarks that can surface new opportunities for improvement
- Facilitate workshops and use PSP's CI approach, techniques tools
- Participate in change management by supporting communication, training & coaching activities
- Contribute to the development of the CI methodology & tools adapted for PSP
- Train and coach employees on structured problem-solving processes & other CI tools

WHAT YOU'LL NEED

- Bachelor's degree in administration, industrial engineering or operations management
- Three (3) to Five (5) years of experience in continuous improvement, process optimization or similar functions
- Project management experience would be an asset
- Lean Six Sigma Green Belt or Black Belt certification would be asset
- Experience in workshop facilitation would be a strong asset
- Project Management Institute (PMI) or CPA certification, an asset
- Fluency in English and French required
- Ability to navigate a fast-paced environment with a high level of autonomy
- Demonstrated initiative and curiosity to look beyond the surface to drive fact-based decisions
- Pursue excellence, challenge the status quo and seek out alternative perspectives
- Eagerness to learn, suggest ideas and innovate
- Open-mindedness and active listening skills
- Effective communications skills, both written and spoken
- Attention to detail and rigorous approach to research, analysis and documentation
- Ability to work collaboratively, cultivating meaningful relationships with colleagues and customers
- A respect for differences of opinion and an inclusive mindset

Email cats@mcgill.ca with your resume and cover letter or to book an appointment and make sure your application stands out!