

# Manitoba Government Job Opportunities

## Manager, Business Analytics and Reporting

### PCO Planning Consultant

Regular/full-time

Department of Consumer Protection and Government Services  
Procurement & Supply Chain Centre of Excellence, Procurement & Supply Chain  
Winnipeg MB

**Advertisement Number:** 42016

**Salary(s):** PCO \$80,116.00 - \$106,935.00 per year

**Closing Date:** December 11, 2023

**The Manitoba government recognizes the importance of building an exemplary public service reflective of the citizens it serves, where diverse abilities, backgrounds, cultures, identities, languages and perspectives drives a high standard of service and innovation. The Manitoba government supports equitable employment practices and promotes representation of designated groups (women, Indigenous people, persons with disabilities, visible minorities).**

**Employment Equity is a factor in selection for this competition. Consideration will be given to women, Indigenous people, visible minorities and persons with disabilities.**

**An eligibility list may be created for similar positions and will remain in effect for 12 months.**

**Candidates who do not meet all essential criteria may be considered on an underfill basis at a commensurate rate of pay.**

### Introduction

The Manager, Business Analytics and Reporting, is accountable for developing and implementing plans and projects related to streamlining operations, process development, testing and improvement, organizational change management, advising on strategy as well as conducting internal and external research, including spend analysis, demand planning, jurisdictional scans on best practices and industry consultations. The Manager, Business Analytics and Reporting must implement a whole-of-government approach on resolving issues and developing recommendations with full consideration of alternatives and the needs of the client departments and broader public sector. Crucial to delivering on the responsibilities of the Manager, Business Analytics and Reporting are their ability to develop and follow project plans, absorb and analyse information as well as actively engage and communicate effectively with internal and external stakeholders, including client departments, broader public sector entities, contractors and senior management.

### Conditions of Employment:

- Must be legally entitled to work in Canada
- Must be able to provide and maintain a satisfactory criminal record check

### Qualifications:

Essential:

- Post-secondary education, preferably at the Masters level, in economics, political science, public administration, business administration, organizational development or a related field. An equivalent combination of education and experience may also be considered.
- Knowledge of principles and practices of planning, performance management and reporting.
- Experience in managing projects with stakeholders from both the private and the public sector.
- Ability to work collaboratively in a team environment with the ability to work with people across all levels in an organization.
- Experience utilizing qualitative and quantitative research skills.
- Management experience including mentoring and developing staff as well as resource planning and allocation.
- Knowledge or Experience in Procurement Supply Chain Management.
- Strong political acumen will the ability to communicate contentious and confidential issues with tact.
- Exceptional high level skills with Microsoft Office, specifically Microsoft Excel and Power BI
- Excellent written and verbal communication skills.
- Expertise using code-based statistical applications, such as R or Python.
- Integrity, leadership, and the ability to solve problems in a creative manner
- Experience mapping organizational policies and processes and identifying opportunities for streamlining operations.

### Duties:

The incumbent of this position is responsible for the following duties:

- Deliver strategic problem solving related to the implementation of category management and the expansion of managed spend.

- Identify opportunities and implement initiatives to streamline operations.
- Develop and document enhanced organizational models and processes in order to increase efficiency.
- Conduct quantitative and qualitative research, including spend analysis, demand planning, jurisdictional scans and industry consultations.
- Develop practical recommendations and solutions to complex problems.
- Manage projects that achieve the objectives of the project with limited resources a timely manner.
- Engage with and motivate internal and external stakeholders to participate and support the Manitoba Collaborative Procurement Initiative.
- Provide advice to senior management and resolve challenges.
- Develop and manage tools and dashboards of planning, management and reporting.

**Apply Now:**

Advertisement # 42016

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Human Resource Services

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**WHEN APPLYING TO THIS POSITION, PLEASE INDICATE THE ADVERTISEMENT NUMBER AND POSITION TITLE IN THE SUBJECT LINE AND/OR BODY OF YOUR EMAIL.**

**Applicants may request reasonable accommodation related to the materials or activities used throughout the selection process. When applying to this position, please indicate the advertisement number and position title in the subject line and/or body of your email. Your cover letter, resumé and/or application must clearly indicate how you meet the qualifications.**

**Please be advised that job competitions for represented positions may be grieved by internal represented applicants. Should a selection grievance be filed, information from the competition file will be provided to the grievor's representative. Personal information irrelevant to the grievance and other information protected under legislation will be redacted.**

**We thank all who apply and advise that only those selected for further consideration will be contacted.**

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Any personal information provided including employment equity declarations will be used for employment and/or statistical purposes and is protected by The Freedom of Information and Protection of Privacy Act.

**Alternate formats available upon request**