



SYSTEMS ANALYST

STATUS	Term until March 31 st , 2027
REPORTING TO	Lead, Technology Platforms
LOCATION	Ottawa or remote in Canada
SCHEDULE	40 hours per week, Monday to Friday. Occasional weekend hours may be required.
SALARY	\$76,000

POSITION SUMMARY

As a member of the Innovation and Business Enablement Department, the Systems Analyst is responsible for designing, implementing, and maintaining functionality of software applications and systems.

The CAC is committed to creating an inclusive and diverse work environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, ancestry, place of origin, color, ethnic origin, citizenship, creed, gender identity, sexual orientation, record of offences, age, marital status, family status or disability.

Please send your resume and cover letter to hr@coach.ca by 11:59 PM ET on Sunday, February 22nd, 2026. **Only applications submitted to hr@coach.ca will be considered for the position.** All responses are appreciated, however, only those selected for an interview will receive a reply.

CORE DUTIES & RESPONSIBILITIES

Software Development and Maintenance

- Perform complex analysis to determine system design and architecture requirements, including defining system components, determining data structures, and establishing technical frameworks.
- Prepare estimates for work required to meet requirements.
- Perform full life cycle (front-end and back-end) software development to meet specified requirements.
- Perform quality assurance and testing of systems and software.
- Manage troubleshooting process to monitor, identify, and resolve software application issues and errors.
- Implement detailed technical designs for application systems.

Technology Operations

- Maintain operations of a live, enterprise, web-based system.
- Assist in scheduling and automating operations and deployment.
- Support technology and software-related change management processes.
- Provide software-related support to internal and external projects/teams.
- Administer cloud server infrastructure to ensure optimal server performance, security, and bandwidth.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES, & OTHER COMPETENCIES

The following knowledge, skills, abilities, and other factors, gained through work experience, education, or a combination thereof, are essential for success in the role.

These core competencies are behavioural expressions of the CAC's aspirational values. All current and prospective employees should demonstrate the ability or potential to perform in these areas.

Functional Competencies

- Strong attention to detail and organizational skills
- Experience with application development, version control, and release management
- Understanding of design and analysis methodologies
- Interest in data analytics
- Interest in process workflows and automation

Job-Specific Competencies

- Post-secondary education in applied technologies
- Previous experience with JavaScript, including frameworks like "React" and "Next.JS"
- Previous experience working within the Visual Studio .NET development environment
- Previous experience developing an N-tier product using .NET framework
- Previous experience working with C# programming language
- Previous experience working on systems with SQL servers and databases
- Strong data modeling and data processing experience

WORK ENVIRONMENT

- The incumbent will be required to complete 8-hour shifts within the hours of 7h00 to 18h00, with consideration given to accommodation requirements.
- The incumbent's work location must be fitted with appropriate wi-fi to perform the role.