Job Title: Programmer/Support Analyst

Salary Range: $2554.22 - $3535.01 semi-monthly

Term: Term runs until September 30, 2025, full-time hours

Location: Saskatoon office

Tourism Saskatchewan is seeking a versatile and self-motivated individual to fill the position of Programmer/Support Analyst. Based in our Saskatoon office, this position will provide programming analysis, application development, and support services for Tourism Saskatchewan.

Reporting to the Executive Director of eBusiness and Technology, the duties of this position are:

Programming & Development

- Design, develop, and maintain web applications using C#, HTML5, XML, JavaScript (ES6+), and CSS3. in the design and implementation of web application projects for Tourism Saskatchewan.
- Participate in website development within the Sitecore Platform, and application development on the Microsoft 365 platform as well as other websites and applications as required.
- Participate in collaborations/design sessions with staff members from Tourism Saskatchewan, and third-party consultants in the development of web/interfaces and applications.
- Participate in meetings to identify and respond to issues and make necessary changes to the applications.
- Maintain existing web sites and applications enhancing functionality to meet business and security requirements.
- Utilize API's to integrate web content from other Tourism Saskatchewan applications.
- Perform a full range of complex programming tasks using a variety of web and application-based programming technologies and languages, keeping current with new programming techniques.
- Interface with a variety of Tourism Saskatchewan systems and data structures in order to leverage the information for applications
- Work with end users and programming team to develop complete business requirement specifications and application design specifications.
- Coordinate with technical team on the development of Test Plans and ensure complete testing of all applications.
- Maintain code and application libraries, instructions, and technical documentation.

- Create technical documentation for the programming team of all web applications as a resource for future development and troubleshooting.
- Assist personnel of other departments as a computer resource.
- Perform other duties incidental to the work described herein.

Application / Help Desk Support

- Provide day to day support of computer hardware and software.
- Answer staff questions in person, via email, or phone on all company supported applications.
- Troubleshoot and determine source of computer problems (hardware, software, user access, etc.) and advise staff on appropriate actions and document resolutions for future reference.
- Work one-on-one with staff on application projects.
- Complete application project-based work in support as required.

Other

- Assist personnel of other departments as a computer resource.
- Provide computer orientation to new company staff.
- Provide support and assistance at company conferences and events.

The knowledge, skills and abilities required for this position are:

- Degree or diploma in computer science, or computer programming from an accredited post-secondary educational institution.
- Demonstrated skill and expert programming knowledge using Microsoft technologies to develop secure database and web-based applications.
- Demonstrated skill and ability to write programs in modern programming languages and frameworks, including but not limited to, C#, HTML5, XML, JavaScript (ES6+), and CSS3. Experience with contemporary JavaScript frameworks/libraries (such as React, Angular, or Vue.js) and CSS preprocessors (such as SASS or LESS) is highly desirable.
- Demonstrated skill and ability in the design of information systems through formal design techniques.
- Experience using modelling techniques as a tool for application design and development.
- Demonstrated skill and ability designing and maintaining a robust development environment that ensures version control, testing, and deployment.
- Demonstrated skills in working with databases systems including MS SQL Server.
- Knowledge and experience with Powershell would be an asset.
- Experience working with Sitecore would be an asset.
- Ability to initiate and maintain cooperative relationships with co-workers, managers and supervisor and customers/clients.

- Ability to take direction, accept criticism constructively and to be diplomatic when reviewing work of others.
- Excellent understanding of coding methods and best practices.
- Experience working with Microsoft 365 and Power Apps would be an asset.
- Strong written and oral communication skills.
- Superior organizational and project management skills.
- Experience using GitHub or MS DevOps would be an asset.
- Keen attention to detail.
- Consistent ability to meet deadlines while producing quality work.
- Ability to manage multiple projects at once.

Please submit your cover letter and resume by 9:00 am on Thursday, October 31, 2024, to:

Joan MacPhail
Executive Director, Human Resources
Tourism Saskatchewan
189-1621 Albert Street
Regina, SK S4P 2S5
careers@tourismsask.com

- ✓ *Testing may be done to evaluate knowledge, skills and abilities.*
- ✓ *As per Tourism Saskatchewan's policy, the successful candidate is required to provide a satisfactory criminal record check.*
- ✓ *The successful candidate may be required to provide proof of acquired education.*