THE COUNCIL OF MINISTERS OF EDUCATION, CANADA (CMEC), is an intergovernmental agency providing leadership in policy development, program administration, and research at the pan-Canadian and international levels. Located in the heart of Toronto (steps from the St. Clair subway), CMEC is seeking a:

BILINGUAL APPLICATION DEVELOPER, LEARNING ASSESSMENT PROGRAMS
Full-time position, 18-month contract
Current annual salary range: $73,644–$95,136
Search area: within commuting distance of 95 St. Clair Avenue West, Toronto

CMEC offers the opportunity to work in a dynamic, collegial, and bilingual environment that promotes professional development and career advancement.

Position summary:

The **Application Developer** will design and develop applications to support data collection and verification to be used with several important databases that are critical to input, track, analyze, and report on large bodies of data. In collaboration with team members, the application developer will review existing applications and databases to identify areas to increase efficiencies. The incumbent works directly with a data specialist, data officers, analysts, and managers, and reports directly to the Coordinator, Learning Assessment Programs.

Key responsibilities include:

- planning, designing, testing, and customizing applications
- conducting functional testing before deployment and supporting resolution of issues
- providing input into the redesign of applications and databases, and identifying areas for improvement
- assisting with assessment activities using databases to collect and store data
- evaluating and implementing the security requirements for the collection of personal information

Key qualifications

- University or college degree in computer science or related discipline
- Minimum two years' experience developing applications (including forms, tables designs, queries, and reports)
- Excellent understanding of, and hands-on experience with, software development tools including MS Azure, HTML, MS Access, Excel, VBA, and Macros
- Experience in gathering user requirements and creating solutions based upon requirements

- Excellent command of French and English, both written and spoken
- Excellent organizational and task-management skills, together with the ability to plan, prioritize work, multi-task, and meet tight deadlines
- Excellent problem-solving skills
- Strong attention to detail
- Highly collaborative, with strong interpersonal skills
- Ability to work independently and as part of a team

Please send an electronic version of your cover letter and résumé to the Council of Ministers of Education, Canada (CMEC), to the attention of Human Resources at hr@cmec.ca **by 4:00 p.m. EST, January 28, 2022.** For more information, visit us at www.cmec.ca.

CMEC welcomes applications from persons with disabilities. Accommodations are available upon request for candidates taking part in the selection process.

CMEC thanks all candidates for their interest in this position. Only those who are selected for an interview will be contacted. Candidates must be legally entitled to work in Canada.

CMEC is an equal-opportunity employer.