

Are you passionate about protecting the environment? Do you go out of your way to reduce, reuse, and recycle? Do you envision a waste-free future?

If you answered yes to those questions, then we'd like to hear from you.

We are the [Resource Productivity and Recovery Authority \(RPRA\)](#), Ontario's circular economy regulator.

Our vision is a waste-free and prosperous Ontario. And our mission is to support waste reduction and resource recovery by enforcing compliance with Ontario's producer responsibility laws, providing registry services to our regulated community, and reporting publicly on Ontario's progress towards a circular economy.

We are looking for a talented and committed individual to join us as a **Senior Data Analyst** to support the government's efforts to protect the environment and advance a new economy in which waste is reused, recycled, and reintegrated.

## **Senior Data Analyst**

The Senior Data Analyst is responsible for supporting RPRA's operations and programs, including its producer responsibility compliance programs and digital reporting programs, by generating evidence-based insights, designing and preparing reports and dashboards, and providing data-driven recommendations to support decision-making.

### **Essential Duties and Responsibilities:**

- Identify, collect, process, and analyze internal and external data relating to various organizational functions and programs.
- Identify business intelligence, reporting, and data analysis needs in the organization.
- Create comprehensive, replicable, and usable information using appropriate data transformation and visualization techniques to convey information to non-technical audiences.
- Perform basic and complex data analyses on both quantitative and qualitative data relevant to the organization's business policies and practices.
- Routinely generate insights by analyzing complex datasets, identifying patterns, trends, and correlations, and extracting actionable insights.
- Participate in the full product development cycle, from requirements gathering to handover through hands-on development.
- Develop BI solutions, leveraging platforms such as Salesforce, Microsoft Fabric (incl. Power BI) to provide timely data visibility and support data-driven decision-making across departments.
- Collaborate with cross-functional and front office teams to understand their data needs and provide analytical support to optimize program performance and project outcomes.

- Access publicly available and acquired data from multiple sources and analyze in a manner that provides clear and understandable information to internal and external stakeholders for decision making purposes.

## **Qualifications**

### **Education**

- University degree in statistics, data science, engineering, computer science, business, economics, or related subjects. Advanced degree at the intersection of sustainability/management/analytics an asset.
- Relevant certifications (CSM, DP-600, DP-700, AZ-400, CAPM) an asset.

### **Experience**

- At least 4 years of related or relevant experience as a data analyst, preferably in a complex regulatory or compliance environment.
- Experience and comfort in working with CRM data (Salesforce) and statistical databases (SQL-based), including their integration with 3<sup>rd</sup> party software; experience with SAP an asset.
- Documented track record of applying data analysis techniques (incl. Querying), data cleansing and management, and data modelling in a professional environment.
- Comfort in implementing standard business analysis methodologies, interacting with internal stakeholders, and presenting findings to organizational leadership.
- Advanced proficiency in Microsoft Excel for data manipulation and analysis (incl. Macros, VBA), and Microsoft PowerPoint presentations.
- Practical experience with data visualization tools such as Tableau or Power BI to create interactive dashboards and reports, including basic data engineering tasks and semantic model building.
- Functional knowledge of software development best practices, and CI/CD, an asset.
- Practical experience with PaaS tools such as Microsoft Azure, AWS, or Microsoft Fabric is a significant asset.

### **Other Knowledge, Skills, Abilities or Certifications**

- Excellent problem-solving and critical-thinking skills, with a keen eye for detail.
- Demonstrated organizational skills and ability to prioritize and multi-task.
- Strong interpersonal and customer service skills; demonstrated ability to work in a team and maintain positive relationships with stakeholders.
- Results-driven and metrics focused with a passion for continuous improvement.
- Project management skills.
- Excellent oral and written communication.
- Ability to apply discretion and judgment in working with confidential information.
- Knowledge and understanding of regulatory environments and/or the circular economy is an asset.
- Ability to communicate in French considered an asset.

## **Working with the Resource Productivity and Recovery Authority**

You will be a part of a collaborative team doing ground-breaking and meaningful work with a critical environmental and economic mission.

This is a permanent full-time role working Monday to Friday from 9:00 a.m. to 5:00 p.m., with flexibility as needed. Our highly attractive total compensation plan includes a competitive salary (commensurate with experience), health benefits, a defined contribution pension, personal days, and three weeks of vacation to start.

We have a hybrid work arrangement and support flexible work schedules. Remote work is expected to be completed from a location within Ontario. Our office is conveniently located in North York on the Yonge subway line at Sheppard Avenue.

RPRA is committed to maintaining a professional and respectful work environment. RPRA prioritizes the safety and well-being of its employees. Harassment or disrespectful behaviour of any kind by any individual towards our employees will not be tolerated.

We strive to build a team that reflects the diversity of the community we work in and encourage applications from traditionally underrepresented groups such as women, visible minorities, Indigenous peoples, people identifying as LGBTQ2SI, veterans, and people with disabilities.

RPRA welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

**Target salary range: Min:\$82,571 Mid:\$103,214**

### **How to apply**

Submit your cover letter and resume to HR with the job title in the subject line via [careers@rpra.ca](mailto:careers@rpra.ca).