



CHANGE MANAGEMENT CONSULTANT

Background:

CYNKON, Inc. is an Edmonton based management consulting firm that offers its services to the private, public and healthcare sectors.

Due to increasing demand of our consulting services and a need to expand our service offering, we are looking for a seasoned consultant to fill our vacant permanent position as a Change Management Consultant.

Scope of Work:

The consultant will leverage their customer service, project management, change management, business analysis and IT knowledge/experience on key projects. The consultant will also utilize standard relationship management, project management, business analysis and change management methodologies for managing projects in time, scope and within budget.

Skills:

- Excellent facilitation experience, communication and interpersonal skills
- Solid analytical, problem solving and decision making skills
- Strong business acumen, action oriented and ability to multitask
- Ability to develop stakeholder engagement analysis matrix
- Ability to facilitate leadership sponsorship/alignment sessions
- Ability to develop/implement change management strategies and plan
- Ability to develop/implement communication strategies and plan
- Ability to identify people impacts associated transformational change initiatives
- Ability to develop training strategies/plans to facilitate buy-in/adoption of new technology, applications and processes
- Strong understanding of Relationship Management, Project Management, Business Analysis and System Delivery Lifecycles
- Project leadership and organizational readiness support
- Ability to support clients in developing/executing organization redesign initiatives
- Talent and workforce management
- Strategy and operations management
- Learning and development program plan, design and delivery



- Ability to develop/execute competency frameworks/assessments
- Ability to develop/execute transition strategies and plan
- Ability to develop/execute knowledge & capability strategies and plans
- Ability to develop/execute IT system go-live strategies and plan
- Business development experience and proven experience of building consulting business practices
- Leadership development and 1:1 senior leadership coaching
- Experience required across health, public and private sectors
- Experience across a range of consulting firms, small and large

Roles and Responsibilities Include:

- Developing and executing organizational change management plans to ensure a smooth transition of the workforce to future state, with minimal disruption to current business practices
- Developing communication and training strategies to facilitate buy-in/adoption of the new technology, application and processes
- Working with stakeholders to ensure leadership/stakeholder alignment
- Developing organizational strategies in response to change impacts to job profiles/roles, organization structure and overall culture of an organization
- Providing support to the Project Management Office (PMO) and Change Management Office (CMO) as required
- Providing organizational readiness support to prepare stakeholders for change
- Facilitating client meetings/workshops to support change management efforts and build buy-in/adoption for proposed organizational changes
- Developing change management project plans to support the plan, design and implementation of project activities
- Facilitating the collection of business requirements and mapping out of desired future state business processes
- Redesigning IT processes to be more effective and efficient

Qualifications:

- Completed undergraduate degree in Sciences, Information Systems, Psychology, Organizational Behaviour, Business Management or related field
- A Masters or MBA in a related field is an asset
- Any Change Management certification is an asset
- Business Analysis certification is an asset



- Working experience of MS Project
- A minimum of 5 - 7 years' previous experience in Change Management and/or IT service delivery services
- Possession of key applications like PowerCode and Sugar Customer Relationship Management (CRM) software
- Proven track record of implementing large scale projects specifically in a project management or change management role
- Excellent facilitation experience, communication and interpersonal skills
- Ability to work in a fast paced and demanding work environment
- Possible Travel within Edmonton and other Cities with Alberta

We offer the following in our search for an engaged employee looking to become part of a successful team:

- World class training programs
- Flexible work schedules
- Competitive Salary depending on experience
- Paid vacation of 16.8 business days per year
- Yearly Performance Bonus

We would like to thank you for your interest. Please note that all submissions will be assessed. However, only suitable candidates will be contacted.

Please submit your most recent resume to cynkon.inc@gmail.com