



## EMPLOYMENT OPPORTUNITY

**Closing Date:** 2023/11/14

### Resource Capacity Planner

### Winnipeg, MB

*Manitoba Hydro is consistently recognized as one of Manitoba's Top Employers!*

#### **Great Benefits**

- Competitive salary and benefits package.
- Defined-benefit pension plan.
- Nine-day work cycle which normally results in every other Monday off, providing for a balanced approach to work, family life and community.
- Flex-time and partially remote work schedule (providing the option to work remotely 3 days per 2 week period), depending on nature of work, operational requirements and work location.

Manitoba Hydro is a leader among energy companies in North America, recognized for providing highly reliable service and exceptional customer satisfaction. Join our team of Manitoba's best as we continue to build a company that supports innovation, commitment and customer service.

Under the general direction of the D&T Resource Management Lead, the Resource Capacity Planner is responsible for evaluating and optimizing workforce capacity within the D&T (Digital and Technology) business unit to meet both current and future technological demands. The primary aim is to establish visibility of workloads, enabling strategic planning and sequencing that aligns with enterprise objectives and D&T's overarching capacity.

To accomplish this, the Resource Capacity Planner will work closely with the D&T Resource Management Lead to develop a standardized system for assessing resource allocation by identifying workloads, evaluating overall capacity, and continuously assessing the resourcing state of D&T. By providing critical insights into resource capacity & availability, this role ensures the execution of D&T's project portfolio, contributing to the business unit's efficiency and success.

#### **Responsibilities:**

- Communicate & collaborate with all levels of D&T with respect to:
  - Determining the current resource capacity state (by team, role, and skillset)
  - Forecasting resource capacity availability (by team, role, and skillset)
  - Identifying dependencies, gaps, bottlenecks, and capacity constraints (by team, role, and skillset)
  - Perform scenario planning to enable agile reprioritization (if required)
- Develop and implement a cross-functional resource planning capability. Create and refine processes, continuously improving information systems supporting the integrated portfolio of current and future projects.
- Develop a Resource Breakdown Structure (RBS) to identify, categorize, and organize the resources required to execute D&T's projects and initiatives.
- Develop and maintain automated dashboards (e.g. Power BI or other) for tracking and reporting of resource capacity availability for permanent and temporary positions, and contractors/consultants.
- Report to leadership and propose actionable recommendations to address underuse or overuse of resources, as well as deviations from plans
- Support resource shortage mitigation strategies:
  - Surface capacity, pacing, sequencing, and resourcing issues requiring leadership attention
  - Identify potential resource shortages impacting high-priority work items
  - Identify areas (by team, role, and skillset) with ongoing capacity constraints.
  - Provide recommendations to the D&T Resource Management Lead based on the availability of resources and skill sets.
  - Propose alternate staffing options as required (e.g., consulting/contracting vendor third party)
- Collaborate with the D&T Transformation Lead to align initiatives and track progress toward transformation goals.
- Link data between timekeeping and actual work to compare planned versus actual resources.

### Qualifications

- A four-year bachelor's degree in business, project management, data analytics, or related field is required plus three years of experience in a capacity planning, resource planning, analytics, or project planning function.  
OR
- A two-year diploma in an applicable discipline plus five years of experience in capacity planning, resource planning, analytics, or project planning functions.  
OR
- An equivalent of education and experience
- Proven ability to analyze data, interpret findings, and provide insight to leadership
- Strong digital skills with a high degree of proficiency in the M365 suite of products including but not limited to Microsoft Excel and Power Apps to support tracking and ad hoc reporting needs
- Experience using the Alfabet Software AG tool would be considered an asset.
- Strong problem-solving, negotiating, analytical, and project management skills, including the ability to understand the financial impact of relevant decisions
- Understanding of resource management and its link to the business strategy
- Demonstrated experience building and maintaining strong relationships at all levels of an organization
- Strong multi-tasking skills and ability to prioritize workload to meet deadlines and volume of requests
- Superior interpersonal, critical thinking, listening, written and oral communication skills
- Excellent team player:

### Salary Range

Starting salary will be commensurate with qualifications and experience. The range for the classification is \$37.19-\$51.49 Hourly, \$71,271.20-\$98,656.48 Annually.

### Apply Now!

Visit [www.hydro.mb.ca/careers](http://www.hydro.mb.ca/careers) to learn more about this position and to apply online.

**The deadline for applications is NOVEMBER 14, 2023.**

We thank you for your interest and will contact you if you are selected for an interview.

***This document is available in accessible formats upon request. Please let us know if you require any accommodations during the recruitment process.***

#IND1