



The **Library of Parliament** is a non-partisan organization providing stimulating and rewarding work. We recognize that our employees are our most important asset and, as such, we offer excellent benefits, a minimum of four weeks' vacation leave, learning opportunities to support professional and career development, competitive salaries, and more!

Our **Parliamentary Information and Research Service (PIRS)** provides high-quality, substantive and timely information, research and analysis to parliamentary committees, individual senators and members of the House of Commons, and parliamentary associations/delegations. To contribute to parliamentary work in a dynamic and multi-disciplinary environment, join PIRS' highly respected service, where you will have an unparalleled opportunity to apply your education and knowledge in a wide range of public policy areas.

We are currently looking for candidates to staff current and future **Analyst** positions within **PIRS**. Analysts work in multidisciplinary teams and provide parliamentarians with non-partisan, authoritative and high-quality information, research and in-depth analysis tailored to the needs of parliamentary committees and associations, and individual parliamentarians.

Please do not wait for the closing date of this poster to apply as assessments are on an on-going basis.

Analyst

Legal and Social Affairs Division Economics, Resources and International Affairs Division Parliamentary Information and Research Service

Anticipatory Staffing for Indeterminate/Determinate/Acting/Assignment/Secondment Positions

RAN-01–RAN-03 (\$62,473–\$108,446)
(Bilingual staffing – imperative: CBC/CBC)

NOTE: When you apply to this staffing process, you are not applying for a specific job, but for consideration in staffing future vacancies. As positions become available, qualified applicants may be contacted for further assessment.

For the purposes of this selection process, the competencies listed in the attached Competency Profile will be evaluated.

The following knowledge criteria will also be evaluated:

- Knowledge of the Canadian Parliament, the federal government and current affairs
- Substantive knowledge of Canada's public policies in one or more of the areas covered by PIRS (please refer to the attached document for a description of research divisions and services)

To be considered, candidates must have:

- A Master's degree in a field related to the position OR a Master of Law degree OR membership in good standing in a provincial or territorial law society OR a Bachelor's degree in a field related to the position, combined with a Juris Doctor degree
- Experience in conducting research on issues relating to one or more federal public policy areas (please refer to the attached document)

Asset:

- Knowledge of or experience in applying Gender-based Analysis Plus (GBA+)
- Experience producing high-quality and informative visual elements as part of research documents

Candidates retained in this selection process will be required to obtain:

- A successful second-language evaluation (Bilingual staffing – imperative: [CBC/CBC](#))
- A successful pre-employment screening

Additional Information:

- This selection process is open to the public and to employees of the Library of Parliament, the Senate, the House of Commons, the Office of the Senate Ethics Officer, the Office of the Conflict of Interest and Ethics Commissioner, the Parliamentary Protective Service, and the Office of the Parliamentary Budget Officer.
- This selection process will include four stages: a second-language evaluation; a written qualifying exam; an interview; and a post-interview written exam. The interview will consist of behavioural, situational and knowledge-based questions. Candidates will be required to pass each stage in order to move to the next stage of the selection process.



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- Qualified candidates from this selection process may be considered for determinate or indeterminate positions at the Library of Parliament that require similar knowledge and/or competencies.
- Education and experience requirements will be used to determine which candidates will be asked to participate in the next stage of the selection process.
- Satisfactory references and proof of education are essential conditions of appointment.
- Travel and relocation expenses are the responsibility of the candidates.
- The Library of Parliament promotes equity, diversity and inclusion in its workplace and encourages applications from all qualified individuals.
- Preference will be given to Canadian citizens and to permanent residents who are legally able to work in Canada. Applicants who have a valid work permit may also be considered.

Apply no later than 31 December 2019 – 11:59 p.m. (Eastern Time).

To apply, please send us your curriculum vitae, along with a covering letter indicating how you meet each of the education and experience requirements of the position. Your covering letter should indicate which area(s) of public policy you are interested in. Please quote **Staffing Process 19-LOP-107** in your application and, if you apply by email, in the subject line of your email.

Send us your application:

By email: lopres@parl.gc.ca

By fax: 613-995-9582

By mail: 50 O'Connor Street
Library of Parliament
Human Resources Directorate
Ottawa, ON K1A 0A9

Questions? Contact Human Resources at 613-617-0943 or lopres@parl.gc.ca.

We thank all those who apply. Please note that only those selected for further consideration will be contacted.