



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!

The Library believes that the excellence for which it is known is enhanced by nurturing an inclusive workplace that embraces diversity, values differences and supports the full participation of all employees. The Library is committed to creating and maintaining a diverse workforce reflecting the communities we live in and work in, the clients we work with, and Canadian society at large.

Our **Parliamentary Information, Education and Research Services (PIERS)** provide high-quality, substantive and timely information, research and analysis to parliamentary committees, individual senators and members of the House of Commons, and parliamentary associations and delegations. A more complete overview of the work of the PIERS can be found [here](#).

We are currently looking for candidates to staff the following position: **Analyst**.

We are currently looking for candidates to staff current and future **Analyst** positions within PIERS. 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 note that applications to this job process are accepted on an on-going basis.

ANALYST
VARIOUS SECTIONS
PARLIAMENTARY INFORMATION, EDUCATION AND RESEARCH SERVICES

Indeterminate/Determinate/Acting/Assignment/Secondment Positions

RAN-01 – RAN-03 (\$66,960 – \$116,235)
(Bilingual staffing – imperative: CBC/CBC)

NOTE: While this position is eligible for part-time telework, regular on-site presence is required at Library of Parliament workplaces located in the National Capital Region.

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 of federal jurisdiction covered by PIERS

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 Bachelor of Law / Juris Doctor degree
- Experience in conducting research on issues relating to one or more federal public policy areas (please refer to the attached document)

Assets:

- Knowledge of or experience in applying Gender-based Analysis Plus (GBA Plus)
- Experience producing high-quality and informative visual elements
- Experience working with datasets and quantitative research methods

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.
- This selection process will include 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.
- 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.
- On 20 June 2022, the vaccination requirement for employees of the Library of Parliament established by the Policy on COVID-19 Vaccination was suspended. The Library of Parliament will continue to follow the situation closely, and should the

epidemiological conditions change, we will assess whether there is a need to reinstate the vaccination policy and the associated essential condition of employment applicable to indeterminate, determinate, student and intern hiring.

- 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.
- Must be legally allowed to work in Canada.

Apply no later than Sunday, 5 February 2023 – 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, and identifying two or three sections within the PIERS research divisions that interest you the most. Please quote **Staffing Process 22-LOP-343** in your documents and in the subject line of your email.

Send us your application:

By email: LOPCareers-CarrieresBDP@parl.gc.ca

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

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