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**Head, Information Systems Team**

**Position open only to Canadian citizen/resident or with Canadian work permit**

Montreal Health Innovations Coordinator Center

Full time position

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The Montreal Health Innovations Coordinating Center (MHICC) is a full-service contract research organization targeted on multicenter and multinational clinical trials. We provide services to the academic community and to the pharmaceutical, biotechnology and medical device industries. Our main goal is to establish a partnership with our customers to ensure a successful implementation of their project while respecting the scope of work, budget, timelines, and highest standards of quality.

**RESPONSIBILITIES**

- Ensure the overall management, administration, and efficiency of the Information Systems team to achieve the organizational objectives.
- Develop software solutions by studying information needs; conferring with users; studying systems flow, data usage and work processes; investigating problem areas; following the software development lifecycle.
- Assess operational feasibility by conducting an evaluation of the analysis, problem definition, requirements, solution development, and proposed solutions.
- Document and demonstrate solutions by developing documentation, flowcharts, layouts, diagrams charts code comments and clear code.
- Prepare and install solutions by determining designing system specifications standards programming.
- Improve operations by conducting systems analysis recommending changes in policies procedures.
- Update job knowledge by studying state-of-the-art development tools programming techniques computing equipment participating educational opportunities reading professional publications maintaining personal networks participating professional organizations.
- Protect operations by keeping information confidential.
- Provide information collecting analyzing summarizing development service issues.
- Accomplish engineering and organization mission by completing related results as needed.
- Support and develop software engineers by providing advice, coaching and educational opportunities.
- First and foremost, developing software our users need.
- Mentor junior and mid-level engineers.
- Collaborate with team to brainstorm and create new products.
- Grow engineering teams by interviewing, recruiting, and hiring.
- Make informed decisions quickly and take ownership of services and applications at scale.
- Stay on the leading edge of development practices.

**REQUIREMENTS**

- **Master's or Bachelor's Degree in Software Engineering or equivalent**
- **Must have excellent French and English verbal and written communication abilities (mandatory)**
- Minimum of five (5) years of experience as a software engineer and two (2) years as a manager of a technical team.
- Experience with professional software engineering best practices for the full software development life circle, including coding standards, code reviews, source control management.



- Knowledge of clinical research methodology and understanding of clinical studies, ICH, GCP, and other applicable regulatory requirements. (an asset)
- Experience building complex web systems that have been successfully delivered to customers.
- Ability to take a project from scoping requirements through to actual launch of the project.
- Excellent leadership, communication, negotiation, and interpersonal skills. Ability to manage, motivate, and integrate a team.
- Demonstrated expertise in the development of cross-functional teams. Excellent project management and organizational skills with strong financial and business acumen.
- Excellent organizational skills, efficient and able to prioritize effectively.
- Must have strong analytical and problem-solving skill.

#### **SKILLS:**

- Excellent knowledge of JavaScript, TypeScript, NodeJS and React
- Familiar with Docker Image Deployment and NGINX Web Server
- Software design, documentation, and testing
- Programming Skills
- Software Development Fundamentals and Process, Requirements and Architecture

#### **WORK CONDITIONS**

- 35 hours weekly base
- Pre-approved overtime paid.
- Flexible work schedule for work-family balance
- Hybrid model (working from home and office)
- 4 weeks' vacation after one year
- 13 statutory holidays
- Defined retirement benefits
- Group insurance.
- 9.6 day off sick days

*The Montreal Heart Institute offers a wide range of benefits aimed at employees' health, well-being and quality of life at work, including free access to the EPIC Centre, as well as various other benefits.*

#### **TO SUBMIT YOUR APPLICATION**

- Final date to apply: **July 27, 2024**
- Send your application to the following address: [rh@mhicc.org](mailto:rh@mhicc.org)
- Please indicate the job title for which you are submitting your application

Visit our websites : [Montreal Health Innovations Coordinating Center \(MHICC\): LinkedIn](#), [www.icm-mhi.org](http://www.icm-mhi.org) and [www.mhicc.org](http://www.mhicc.org)

We offer equal employment opportunities to all.

Only candidates that have been selected for an interview will receive a written answer.