

**Gradworks Internship Number: 489**

Company Name: SaskTel  
Location: Regina  
Number of openings: 1  
Wage: \$3,224 (Monthly)  
Resume Deadline: November 30, 2009 by 4:00 PM  
Start Date: December 21, 2009  
End Date: December 20, 2010

**Gradworks Intern Development Program**

The Gradworks Intern Development Program is designed to provide recent post-secondary graduates with challenging and career-focused positions within our network of Saskatchewan employers. These full-time internship positions of 12 months in length are intended to allow recent post-secondary graduates the opportunity to gain experience and to develop specific career-related skills. To be eligible for a Gradworks internship you must be a recent college, technical institute or university graduate, have little or no relevant work experience in your field of study and be eligible to work in Canada.

**Internship Information – Performance Analysis & Business Metrics Forecaster**

Performance Analysis & Business Metrics Forecaster develops forecasting and modeling tools to identify trends, anomalies and causes, projects impacts and outcomes, and recommends proactive solutions. Researches, develops, analyzes, and reports operating benchmarks for the client group and recommends strategies to improve departmental effectiveness. Provides a centralized source of business metrics for management in order to make sound business decisions

**Responsibilities:**

1. Assists with providing input into scheduling, and creation of forecasting, capacity planning and within operating expense targets.
2. Researches and designs forecasting and modeling tools and processes for measurement and analysis of operating trends, identifies anomalies, project probable impacts, and recommends corrective actions.
3. Assists with the interpretation, communication and understanding of the dependencies and inter- relationships between internal indicators and external benchmarks, and recommending strategies to improve business unit performance.
4. Ensures the research and design of forecasting and modeling tools, and processes, for monitoring and analyzing operating trends, identifying variances, anomalies, and their causes, and projecting probable impacts for management consideration and action.
5. Research and development of internal performance benchmarks, and reports industry 'world class' comparisons to improve operating effectiveness.
6. Assists with analyzing and reporting productivity, quality, and financial impacts as required basis.

**Qualifications:**

University Degree in Business Administration majoring in Accounting or Finance OR a University degree in Arts or Science majoring in economics or math.

- Knowledge of Customer Service Assurance concepts and techniques, and the ability to apply them in a practical operating environment.
- Knowledge of IT (Information Technology) principles and concepts. Experience in application development, database development, data modeling and query/report generation.
- Excellent communications skills, both verbal and written, and the ability to influence others.
- Knowledge of and demonstrated ability to apply advanced statistical analysis and advanced data mining techniques, using advanced query and analysis tools such as Brio, SQL as well as MS Access, and enterprise databases.
- Strong conceptual, organizing, and analytical ability, with demonstrated sound judgment.
- Working knowledge of, and experience with, computer based spreadsheet, statistical, database, modeling, and presentation applications.

**Additional Information:**

The Gradworks Program supports the values of workplace diversity and employment equity. Applications are encouraged from people of Aboriginal ancestry, persons with disabilities, members of a visible minority and women.

**How To Apply:**

Please apply through the Gradworks website at [www.gradworks.ca](http://www.gradworks.ca) using your online cover letter and resume, including references. **Your application will not be considered unless you have submitted both a cover letter and resume. The completion date of your post secondary education must be stated in your resume in order to be considered for the position. Please include the month of completion if your education was completed in the current year.**

**Contact Information:**

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