Employer: Royal Canadian Navy
Department of National Defence (DND)
Location: National Capital Region (Gatineau and Ottawa)

We are seeking four motivated and high impact individuals to take up the challenge of working for one of Canada's most dynamic organization, with a mission of protecting Canada and Canadian interests and values, while contributing to international peace and security.

Key Responsibilities Include:

- Identifying, coordinating, researching, reviewing, analyzing and validating information, documents and/or client requirements
- Assisting in the development of Command Analytics system architecture
- Preparing various documents such as presentations, reports and/or spreadsheets
- Assisting with analytics use cases across the RCN
- Performing various administrative functions
- User account administration and client management

Duration: Co-Op term – there is a possibility of multiple or longer work terms. Please indicate in your resume if you are eligible and interested.

Pay: $18.91/ hour

Pay rates are in accordance with the Terms and Conditions of Employment for Students set by the Treasury Board Secretariat of Canada. [http://www.tbs-sct.gc.ca](http://www.tbs-sct.gc.ca)

Command Analytics within the Royal Canadian Navy is a new and exciting opportunity to evolve the business of defence to benefit from evidence based decision making. As a CO-OP student, your experience could lead to full-time employment upon graduation.

**REQUIREMENTS**

- Currently enrolled in one of the following programs: Administration, Business, Analytics or Data Science related programs
- Ability to plan and meet deadlines
- Team player
- Positive attitude
- Showing initiative and being action-oriented
- Ethics
- Oral communication skills

Conditions of Employment:

- Canadian citizenship is required due to security requirements;
- Must be recognized as having full-time student status by the academic institution in which you are presently enrolled; and be enrolled in a CO-OP/Internship Program
- Candidates must be able to obtain an Enhanced Reliability clearance

MANDATORY: PLEASE PROVIDE YOUR RESUMÉ AND A COPY OF YOUR MOST RECENT TRANSCRIPT *