



## Job Posting (Saskatoon Office Consultant) & (Student Employment)

Upfront Consulting is proud to be situated in Treaty 4 Territory and on the homeland of the Metis Nation. As a local and western Canadian management consulting firm, we offer a more distinct and personalized service approach.

### Business Analyst / Consultant Opportunity

Upfront Consulting is looking to hire for two possible positions: one in Saskatoon and one as a potential Summer Student candidate. Given our continued growth, we need an individual that is self-managed, motivated, fearless, and is interested in contributing to our success.

If you are interested in discussing this opportunity further, please provide your cover letter and resume to [scottlangen@upfront-consulting.net](mailto:scottlangen@upfront-consulting.net) no later than **5pm on May 6<sup>th</sup>, 2022**.

### Key Responsibilities

Key responsibilities for this role include, but are not limited to:

- Business development and client engagement support;
- Research planning, business analysis, and project management; and,
- Supporting Upfront with its internal processes (e.g. marketing; administration; etc.).

### Qualifications / Competencies

The ideal candidate will:

- Have strong writing, communication, and presentation skills;
- Be highly organized and have strong project management abilities;
- Be comfortable in meeting with diverse clients and developing business relationships;
- Have an interest in learning, problem solving, and being solutions-based;
- Have an ability to think critically / strategically within various organizational sectors; and,
- Enjoy working within a respectful and welcoming team environment.

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#### **Compensation:**

Salary will be determined by experience and education.

#### **Terms of Employment:**

We are interested in either a Full or Part-Time situation.