
 Softlanding Solutions Inc.
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Modern Workplace Consultant

Softlanding helps organizations achieve their best by providing technology solutions and services that make them more productive. Our offerings focus on professional services as well as managed services. Softlanding specializes in Microsoft enterprise technology platforms, leveraging a combination of cloud, on-premises and hybrid configurations to increase productivity from the data center to end business users.

We're on the hunt for a senior level Consultant that will identify client business needs in order to implement Microsoft based technology solutions. The Modern Workplace Consultant must have an existing track record of working in complex environments with distributed business users and IT resources. The candidate has to articulate and document client business requirements, as well as hoc requirements within the Professional Services practice.

This individual must have a good blend of people, functional, and technical skills for cross-team collaboration and support. We are looking for individuals who will interface with multiple business and technology stakeholders and teams to evaluate and improve existing processes using multiple technology platforms. This is a client facing position and candidates must have strong written and verbal communications skills.

Responsibilities include:

- Facilitate requirements gathering sessions with stakeholders and business users to capture business rules, workflows, solution goals and project objectives
- Recommend and implement process improvements affecting multiple teams, technologies, systems, or business areas to increase efficiency
- Recommend technology solutions and relevant technical processes to solve business challenges (ideally focused on Microsoft technologies)
- Facilitate art-of-the possible sessions with stakeholders to showcase technology and use cases
- Provide guidance for adoption of new policies, processes and procedures
- Document business requirements and rules and translate them into functional specifications
- Manage an ongoing gap analysis and resolution of gaps with process driven solutions
- Build key relationships with business and IT personnel across multiple business lines in order to deliver project-related requirements
- Engage with SMEs and third party service providers to discuss requirements and solutions as necessary

Mandatory Skills and Experience:

- SharePoint
- Planning and/or designing projects for intranets and/or document management solutions
- Microsoft Teams
- Planning and/or implementation projects
- Governance planning and/or implementation
- Microsoft 365
- Planning, envisioning and/or implementation projects

Nice-to-Have Skills and Experience:

- Enterprise Content Management
- Planning and/or implementation projects
- Change Management
- Digital Transformation project delivery
- Governance
- Planning and/or implementation projects
- Information Architecture
- Design and/or implementation projects
- Power Platform

Softlanding is headquartered in Vancouver, BC and has a growing team across Canada, with all positions being 100% remote. We encourage qualified applicants from any Canadian province to apply. We thank you for your interest in Softlanding, and look forward to hearing from you.

(Your resume is kept in confidence and will not be shared with any 3rd party or agency)