Manitoba Hydro
energy for life

EMPLOYMENT OPPORTUNITY

Closing Date: 2026/11/16

eGIS Administrator

Winnipeg, MB

Manitoba Hydro is consistently recognized as one of Manitoba's Top Employers! We are a leader among energy companies in North America, recognized for providing highly reliable service and exceptional customer satisfaction. Join our team of Manitoba's best as we continue to build a company that champions safety, supports innovation, and delivers on our commitment to customer service - while actively fostering a diverse, equitable, and inclusive workplace reflective of the communities we serve.

Great Benefits

- Competitive salary and comprehensive benefits package.
- Defined-benefit pension plan for long-term financial security.
- Enjoy a work schedule that typically provides every second Monday off (subject to location and operational requirements), supporting a balanced approach to work, family life and community.

Position Overview:

Under the limited supervision of the GDS Section Head, the eGIS Administrator is a Corporate support specialist for the operation, maintenance, training, continuity and continuous upgrade of the Enterprise Geographic Information System (eGIS). The position serves as one of the primary contacts with D&T for enhancements, development and upgrades, and user issue resolution.

Responsibilities:

- Identify, scope, plan and lead enhancements to eGIS functionality or performance of the product and testing enhancements in conjunction with eGIS user groups, Distribution Design, CSO, and D&T which may involve working with outside consultants or vendors.
- Supervise and lead a team providing technical support, with responsibility for recruitment, performance management, and staff development.
- Provide training to new users, contractors and students in the Distribution Engineering Technical School (DETS) program.
- Coordinate and conduct regular periodic meetings with a representative group of eGIS users to lead and communicate the requirements to D&T for the resolution, development, maintenance, revision and implementation of system functionality.
- Establish and maintain effective documentation and communication with eGIS users to communicate operation, enhancements, revisions, developments and log user feedback and suggestions for development or enhancement consideration.
- Assist eGIS users with questions, issues or difficulties directly, by phone or e-mail with answers or solutions where possible or undertake to obtain an answer or redirect the query to others as appropriate.
- As a system administrator for eGIS, interface with D&T to resolve issues that arise regarding their granting user access to eGIS, addressing user privileges, establishing user set-up, resetting passwords or communication issues.
- Manage the interface with other corporate systems to exchange data developed on or required by eGIS and administer selected auxiliary applications that directly interface with eGIS. These systems include RUCES, DMPS, Banner, others.
- Maintain documentation from eGIS development project and establish and maintain records of eGIS developments, enhancements and administrative operations. Participate in ongoing lectures and training programs for users of eGIS. Attend various in-house seminars to conduct training, provide updates and facilitate question and answer sessions on eGIS.
- Develop a strong working knowledge and understanding of both the Gas and Electric distribution design processes and data models.
- Develop progressive proposals and ideas for the long-term success and value of eGIS and the Distribution Engineering Standards & Support Services and Distribution Engineering departments.

Qualifications:

- A two year technology diploma in a related discipline from an institute of recognized standing, plus a minimum of five years of related experience with a minimum of three years of experience within a Distribution Electric or Gas design environment; OR

- Grade 12 education and successful completion of a Manitoba Hydro Technical Trades Apprenticeship plus a one-year post-secondary certificate in Geographic Information Systems, geomatics, information technology, computer systems, database administration, or a related discipline from an institute of recognized standing, plus a minimum of five years of related experience, including a minimum of three years of experience within a Distribution Electric or Gas design environment.
- Excellent knowledge of the requirements and structure of the eGIS system as well as demonstrated proficiency in operating the system.
- Demonstrated ability in the interpersonal, communication, planning, coordination and presentation skills to develop implement and conduct staff training programs, presentations and lectures.
- Practical experience and a detailed working knowledge in distribution design and in the construction of electric distribution systems.
- Proficient using personal computers and a demonstrated proficiency in Word, Excel, Outlook, PowerPoint, and SharePoint along with a working knowledge of RUCES, AutoCAD and SAP.
- Familiarity of the Systems interfaced with eGIS including; (Banner, DMPS, SAP, FieldSmart, OMS, MWM, RUCES, SFM).
- Must be prepared to travel.
- Must possess a valid Manitoba Driver's Licence.

Salary Range

Starting salary will be commensurate with qualifications and experience. The range for the classification is $56.88-$69.95 Hourly, $108,986.54-$134,039.36 Annually.

Apply Now!

Ready to join a team that energizes Manitoba and puts safety, innovation, and inclusion at the heart of everything we do? Visit www.hydro.mb.ca/careers to learn more about this position and to apply online.

Application deadline: NOVEMBER 16, 2026.

We appreciate your interest in Manitoba Hydro and thank all applicants. Only those selected for the next stage of the selection process will be contacted.

If you require accommodations during the recruitment process or need this posting in an accessible format, please let us know - we're committed to a barrier-free experience for all candidates.