



Job Title: Requirements Management Specialist

Position Reports To: Head of System Engineering and Integration

Job Location: Ottawa

SkyAlyne is a proud partnership between Canadian aviation and defence leaders, CAE and KF Aerospace, formed to provide a truly Canadian solution for Canada's Future Aircrew Training (FAcT) Program, Canada's next-generation military aircrew training program.

SkyAlyne has been named by Canada as the preferred bidder for the FAcT Program, and we are staffing our National Capital Office in anticipation of a Contract Award in 2024. Therefore, we are now hiring in key positions that are needed to execute the 20+ year contract. The program will be managed from the National Capital Region (Ottawa), with three operational locations: Moose Jaw, Saskatchewan; Southport (Portage la Prairie), Manitoba; and Winnipeg, Manitoba.

The scope of the FAcT Program contract includes all training and in-service support requirements needed to prepare Pilots, Air Combat Systems Officers, and Airborne Electronic Sensor Operators to meet the future aerospace requirements of the Royal Canadian Air Force. In collaboration with the Government of Canada and several major Canadian subcontractors, SkyAlyne will provide live-flying, simulator and classroom-based training, facilities construction and management, information management and information technology support, site support services, aircraft maintenance and much more.

SkyAlyne offers competitive compensation and benefits and believes strongly in a safe, diverse, equitable, inclusive, and environmentally friendly workplace.

Job Overview

The Requirements Management Specialist is responsible for the development and management of the FAcT Program requirements baseline, including contributing to the development of the requirements management process and procedures. The Requirements Management Specialist is part of the Systems Engineering and Integration Team.

Duties and Responsibilities

- Interfacing with Program Management and Integrated Product Team leads to identify required work products.
- Developing, documenting, and maintaining the Requirements Verification Traceability Matrix.
- Managing the requirements baseline.
- Administering the requirements database.
- Developing, documenting, and maintaining the requirements management processes and procedures.
- Supporting the development and delivery of the functional, allocated, and product/services baselines.
- Participate in Configuration Change Boards.
- Participate in the analysis of proposed program changes to determine the effect on the overall program.

Qualifications and Experience

- Bachelor's degree in a relevant technical discipline with five (5) years of requirements management experience.
- Experience working as part of a requirements management team in managing requirements throughout a project full lifecycle.
- Experience utilizing database solutions for requirements management (such as IBM Rational DOORS).
- Experience in producing KPIs to monitor requirements management.
- Excellent organizational skills and attention to detail.
- Strong teamwork and collaboration skills and be able to interface/support large teams including customers, subcontractors, and suppliers.
- Experience in the Defence and Aerospace industries would be an asset.
- Be able to hold a Government of Canada Security Clearance (Secret level).
- Be able to hold Government of Canada site/information access certifications, including accessing Protected "B" information, Controlled Goods Clearance, and ITAR Clearance.
- Eligible to work in Canada.
- Strong oral and written English language capabilities.
- Fluency in French would be an asset.

What We Offer

- A competitive compensation model.
- Extended health and dental benefits.
- Short and long-term disability coverage.
- Paid vacation.
- Pension matching plan.
- Employee and family assistance program.
- A performance management program that is linked to monetary salary incentives.

How to Apply

To apply, please email your cover letter, resume/CV, and any other required documents to careers@skyalyne.ca.