



THE FUTURE  
OF AIRCREW TRAINING

SKYALYNE

**Job Title:** Configuration 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 Configuration Management Specialist is responsible for defining, implementing, and executing the configuration management (CM) processes within the FAcT Program. The scope of the CM processes encompasses the entire program life cycle, from the initial requirements and capabilities baselines to the completion of program's transition out. The Configuration Management Specialist is part of the Systems Engineering and Integration Team.

## **Duties and Responsibilities**

- Developing and maintaining the Program CM Plan.
- Establishing and maintaining CM practices, methods, tools, and procedures.
- Ensuring all technical and program artifacts are identified and configuration-managed.
- Ensuring CM requirements are coordinated with subcontractors.
- Auditing subcontractors to ensure they are compliant.
- Participating in Configuration Change Boards
- Ensuring that formal configuration audits are performed, including Functional Configuration Audits and Physical Configuration Audits.
- Accountable for CM costs, schedules, and technical performance.

## **Qualifications and Experience**

- Subject-matter expert in configuration management and data management, typically obtained through a combination of an advanced education and experience.
- Bachelor's degree in a relevant technical discipline with five (5) years of related experience in Data Management or Configuration Management proficiency
- Experienced and skilled in the use of Microsoft Excel – Intermediate Level (Pivot tables, formulas)
- Experience developing, documenting, and maintaining CM processes and procedures.
- Excellent organizational skills and attention to detail.
- Strong teamwork and collaboration skills, being able to interface and 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.

*At SkyAlyne, we are dedicated to building a team that reflects the rich tapestry of our society. Diversity is not just a goal; it's our strength. We welcome candidates of all genders, races, ethnicities, sexual orientations, religions, abilities, and backgrounds to join us in creating a workplace where everyone feels valued, respected, and empowered to thrive.*

*We especially recognize the unique perspectives and contributions that women and Indigenous persons bring to the table, and we actively encourage individuals from these communities to apply for this position. Indigenous candidates are especially encouraged to send a copy of their application to [Indigenous.Recruitment@SkyAlyne.ca](mailto:Indigenous.Recruitment@SkyAlyne.ca).*

*Come be a part of our inclusive community and help us shape a brighter future for all.*

*If you are contacted as part of our selection process, we encourage you to notify us of any adaptive measures or accessibility needs and we will make every effort to accommodate these.*

### **How to Apply**

Ready to take the next step? Simply submit your resume, cover letter, and any other required documents directly through Indeed to get started on this exciting opportunity! [Configuration Management Specialist - Ottawa, ON - Indeed.com](#)