Title: Yardi Administrator & Developer

Location: Toronto, ON

About Pure Industrial

Headquartered in Toronto Canada, Pure Industrial is one of Canada's leading providers of industrial real estate. Pure offers its customers fully integrated, full-serve solutions that are critical for the Canadian supply chain. Pure Industrial acquires, develops, leases and manages a portfolio of high quality, strategically located industrial real estate across Canada. We currently have over 25.5 million square feet and over 200 properties in our portfolio. Pure Industrial is a portfolio company of Blackstone and Ivanhoe Cambridge which provides the Company access to a broad knowledge base, expertise and support.

Role Summary

Reporting to the Director, IT Operations, this newly created role will be responsible for all technical needs related to the Yardi platform - in particular, providing technical leadership to the Yardi projects, including successfully deploying new software options, building and maintaining integrations with other enterprise systems, creating customized reports, owning and understanding the system security model, benchmarking performance, as well as presenting to stakeholders and training internal users. Additionally, this role will be responsible for reviewing new products on the market both within our current platform and beyond; listening to the operational demands of each department and providing solutions that increase our effectiveness and efficiency across the modules, minimizing customization as much as possible. This role will also require strong project and change management, communication skills, strong technical competence, as well as a demonstrated knowledge of enterprise-wide software implementations and administration.

Core Responsibilities

- Act as the technical leader for all aspects of the Yardi Voyager and Elevate system across the organization. Plan, design and implement Yardi solutions that address current and future business needs and commercial real estate industry best practices

- Take a lead role in data migration efforts

- Develop in-depth knowledge of our system design decisions, data structure, reporting requirements and processes through involvement in implementation procedures. Challenge functional teams and consultants to ensure processes follow system best practices.

- Lead integrations with ancillary systems using modern integration tools such as APIs and the use of the Yardi ETL tool, where appropriate

- Provide input on the system roadmap for future years

- Support communications to the senior leaders to plan, prioritize and resource Yardi related projects

- Meet regularly with each module owner/administrators to take the pulse of the current state of the system and enhancements needed

- Research, analyze and resolve software issues with support team and Yardi directly. Manage process to assist end-users with technical support. Monitor system stability and use to ensure a high level of reliability and efficiency

- Execute project plans within time and budget constraints.

- Identify and streamline internal processes with all system software, providing project leadership, best practice insight and management of improvements

- Analyze application feature requests and provision appropriate solutions with both customers and vendors

- Communicate with department heads on the training needs (initial and on-going/annual) and execute training plan with user groups

- Work closely with functional leads to create and develop reporting within Yardi using standard reports, custom reports or Yardi spreadsheet reporting (YSR)

- Understand use of SQL script and continuously improve the reporting possibilities utilizing custom database tables. Assist in the development of necessary reports to meet business requirements

- Document and maintain permissions, menus, and security for Yardi Application, based on best practices and working directly with internal audit to ensure compliance

- Continuously stay up to date with Yardi system changes and updates to ensure knowledge of business systems is globally understood and improved functionality is utilized

- Coordinate enhancements, upgrades, patches, and testing to Yardi and Yardi modules according to established change management processes and procedures

- Work with 3rd party vendors as needed to execute system roadmap

- Development of data set processes. Use large data sets to address business issues. Identify ways to improve data reliability, efficiency, and quality

- Provide oversight of the data dictionary to maintain integrity of master data

- Use data to discover tasks that can be automated. Document and execute on plans to implement such automation

Required Skills and Experience

- 5+ years of system administration, development and configuration experience with Yardi Voyager is required, specifically Voyager 7s and up

- Expert level knowledge of Yardi integrations including the use of APIs, file transfer and the Yardi ETL tool

- Experience coordinating system projects, including managing internal resources and external consultants

- Experience building custom reports in Yardi and supporting YSR (Yardi Spreadsheet Reporting)

- Experience working on ERP and large transformation programs with significant organizational and process changes

- Preferred experience with the following Yardi products/modules: Voyager, Payscan, eProcurement, Vendor Café, Lease Manager, Collectors Workstation, Fixed Assets, Commercial Management, Investment Accounting, Job

Cost, Facility Manager, Commercial Café Tenant Portal, Construction Manager, Utility Manager and Pulse Insights, Deal Manager, Loan and Debt Manager, Forecast Manager, and Document Manager

- Experience with Microsoft SQL queries is required

- Project Management and Technical Support experience

- Expertise in large scale enterprise data warehousing and integration projects

- Experience in big data is a plus

Education

- Bachelor's Degree in Accounting, Business, Real Estate, Computer Science, Information Systems or related field, or equivalent experience

Interested applicates should send their resumes to: talent@pureindustrial.ca