CONTRACT OF EMPLOYMENT
(Analyst, Systems Architecture)

O1   **BETWEEN:**   ....

....

....

(hereinafter referred to as the "Employer")

O2   **AND**:   ....

....

....

(hereinafter referred to as the "Employee")

(the Employer and the Employee are hereinafter collectively referred to as the "Parties")

PREAMBLE

WHEREAS the Employer wishes to hire the Employee as Analyst, Systems Architecture;

WHEREAS the Employee wishes to accept the employment offer after having been informed of the Employer's policies and conditions of employment;

WHEREAS the Parties wish to evidence their agreement in writing;

WHEREAS the Parties have the capacity and powers to enter into and perform the undertakings set forth in this Agreement;

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1.00   PREAMBLE

The preamble hereto shall form an integral part hereof.

2.00   OBJECT

2.01   Position Title
The Employer hereby hires the Employee as Analyst, Systems Architecture.

O3   **2.02   Main Duties and Responsibilities**
Without being restrictive, and subject to modification (in the latter case, by prior notice from the Employer), the Employee's main duties and responsibilities shall be as follows:
- to develop and manage the corporate processing architecture and systems while ensuring the benefit optimization, coherence and adequacy with the company requirements;
- to develop, achieve and ensure the evolution of corporate technological architecture;

- to define corporate methodologies of systems implementation, development and improvement and ensure their control by the internal and external ressources;
- to ensure the coordination and coherence of developments or modifications of corporate systems;
- to draw up the administrative policies and procedures as well as the standards allowing the achievement of the corporate orientations;
- to manage or supervise the achievement of corporate projects;
- to develop and program data-processing applications in a client-server environment, or provide support on that matter and take part in the achievement of the system design based on the system analysis;
- to create and modify programs in an efficient way, according to the analyst's specifications or to users' requests, as well as to draw up the documentation and to carry out tests;
- to design systems necessary to the good functioning of the employer's business;
- to apply the object-oriented process to develop various systems for the company;
- to establish relations with the end-users, to create models of analysis, to collaborate with the developers for systems debugging and to ensure the projects management;
- to control and apply the various programming languages used, to know and use the existing data banks as well as to implement programs or to modify them by using the available tools;
- to see to the preparation of documents relating to implementing programs and modules, to prepare the documentation concerning the operation and to collaborate to the implementation of recommendations, in addition to work out some new production projects and to prepare the instructions intended for the operating service;
- to determine business solutions by reviewing the processes, to define development specifications, to carry out the follow-up of the projects and to take part in the management systems integration;
- to implement the necessary procedures for the good functioning of the systems as well as of the financial analyses contributing to the choice of systems;
- to carry out the statements of requirements as to the modifications of the data-processing applications;
- to take part in development projects as an advisory user;
- to assume the responsibility for the tests;
- to assume the responsibility for the development of architecture in very large scale development projects or advance technology projects;
- to design and implement efficient systems, according to the established calendar and the budget, in close collaboration with the customer;
- to design and implement efficient systems, according to the calendar and the budget, in close collaboration with the employees of the client company while ensuring a systematic transfer of knowledge;
- to choose the best technology, whether it is custom-built or selected among commercial products;
- to ensure the quality of the technological aspects;
- to take care of the consistency of implemented systems architecture;
- ....

2.03   Immediate Supervisor

The Employee shall report directly to ...., in the position of ...., or to any other person designated by the Employer.

Employer	Employee

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