

HR Expert Systems & Processes (m/f/d)

CONFIDENTIAL

1. Company

Our client is a leading international partner of life sciences and the biopharmaceutical industry with an annual turnover of over 2 billion Euros.

2. Vacancy

HR Expert Systems & Processes (m/f/d)

As HR Expert Systems & Processes (m/f/d) you contribute to the continuous improvement and implementation of the globally applied HR suite Workday. You will execute regular trainings and support the international HR community.

Main Responsibilities and tasks:

- Global point of contact for key users on Workday related issues with a focus on fundamental business processes and Human Capital Management (HCM)
- Responsible for Employee Master Data as well as analysis and preparation of HR Data (e.g. by Master Data Uploads in reorganisational processes) to ensure the high data quality in the global HR system Workday
- Responsible for continuous improvements of implemented Workday processes, including evaluation of business process change requests and implementation of new functional requirements into the system environment
- (Part-)lead projects and act as an interface between the project, support and functional expert teams
- Design and execute user trainings for different stakeholder groups and inform users about changes in the context of regular Workday updates
- Prepare and conduct regional support visits to regularly exchange with the HR community
- Participate in international roll-outs for functional enhancements

Location: HQ in Central Germany, partly home office option

3. Qualification and Profile

- Successfully completed studies degree, ideally in Business Administration, Business Informatics or comparable qualification
- Experience in HR systems & processes, ideally in Workday Human Capital Management (HCM) and Workday Master Data Management (e.g. via EIB)

- Experience in project management in an international environment
- High system affinity, structured way of working as well as analytical and communication skills
- Excellent English skills, both written and oral and willingness to travel (approx. 10-20%)
- MS Excel and Power Point skills
- Competencies in change management and experience in using change management tools
- Identification with the core values: Sustainability, Openness, Enjoyment

4. Others

The candidate (m/f/d) agrees to keep private all information he has become known as part of the application process, especially address, position, company name and contact person of the customer of TW CONSULT and that he will not give any information to others.

5. Contact

Please forward your application including your salary expectations and notice period by mail to info@tw-consult.com

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