K&K Selekt Human Resources Consulting – www.kkselekt.com

Since the year 2000 we have been working for the biggest international corporations and leading companies on the Polish market within a wide range of industries. We specialize in the recruitment of engineers, managerial staff and blue collar workers for production companies, start-ups and greenfield projects.

For our client, a leading international consulting company in the world, in connection with the development of the new branch, we are looking for the

Candidates for the positions of:

Consultant IT
IT/D/RZ/11
Place of work: Rzeszów

Main Responsibilities:
- Developing system processes within configuration, settings changes, dealing with users’ queries and other data maintenance duties (SAP HR, SAP FI, SAP CRM, Cognos BI, Empire Time)
- Taking ownership and control over completion of small and middle size projects
- System support, interface settings and maintenance
- Training users, guides and documentation preparation
- Reporting, data analysis
- Dealing with more complex tasks and non-routine data maintenance
- System administration and testing, data maintenance
- Cooperation with Global applications and supports

Requirements:
- University graduate (Bachelor degree), secondary school when relevant experience in IT area
- Previous experience with any ERP systems supporting or consulting would be an advantage
- Previous experience of using MS office, Excel especially
- English - advanced level, both written and spoken
- Previous experience with leading complex tasks and small projects would be an advantage
- Comfortable with information technology, systems and data
- Advanced analytical skills
- Good organizational skills
- Good communication skills
- Service quality oriented and sense of responsibility
- Willingness to learn new systems and processes and use of appropriate technology
- Solving problem attitude and Knowledge sharing
Please note that K&K Selekt will get in touch only with selected candidates. Applications including CV in English and cover letter, please send to the address below indicating job.ref. no in the e-mail title.

gabrielal@kkselekt.com

“I consent to the processing of my personal data included in the resume and cover letter necessary to carry out recruitment processes and selection, in accordance with the Personal Data Protection Act (Dz. U. of 2014 . Pos. 1182 , 1662) carried out by K & K Selekt Human Resources Consulting, and by other entities linked to it.”