

SAP SuccessFactors Specialist

Apply Now

Company: Avaloq

Location: Pune

Category: business-and-financial-operations

Writing the future. Together. Avaloq is a value driven, fast-paced financial technology and services company and we are committed to developing the banking solutions of tomorrow. By joining Avaloq, you'll become a key part of our effort to power the digital transformation of the financial services industry. Our ambition is big and bold – to provide full end-to-end digital solutions by combining our leading efficiency with a flexible, responsible digital user experience. Headquartered in Zurich, Avaloq has over 2,000 employees globally. More information is available at www.avaloq.com

Job Description

Your team We are an international team serving 10 countries from hubs in India, Singapore, Philippines, Switzerland, Germany and Scotland. Our team is known for being flexible and dynamic, offering opportunities to grow and further develop yourself. We have exciting projects ahead and opportunities for process optimization awaiting for you! Our mission is to focus on what really matters and design our processes to scale and continuously improve, in order to provide our clients with great service and support. We are looking for a strong candidate to join our global HR Operations practice to further support our mission and enable the executions of Avaloq's strategy through HR excellence.

Your mission Support the Success Factors implementation project by helping to achieve defined deliverables and objectives. Participate in automation and digitalization initiatives and projects to further develop new ways of working in HR Operations (e.g. implementation of DMS). Drive small-medium assigned projects / initiatives / process reviews; initiate, plan, execute, monitor, control and close assigned tasks. Responsible to ensure that the needs of the stakeholders, legislations, policies, standards, and best practices are met. Support on compiling handbooks,

manuals, guides, reporting and other materials needed for projects, processes, training and operation

Maintain, update and improve HR tools, e.g. time tracking solution, JIRA ticketing system and HR SharePoint

Support global HR Operations in ad hoc topics

Qualifications

What you need

2-4 years of proven experience in HR automation, continuous process improvement, change management and/or project management

A graduation in Business Administration, HR or similar

The ability to interact professionally with diverse stakeholders including senior management

A working style appreciating the inclusion of geographies, levels, functions, and cultures

Strong organizational and time management skills

Attention to detail and accuracy

Excellent knowledge of MS Office (PowerPoint, Excel and Word)

Strong affinity with IT tools and experience with digital collaboration platforms

Fluent in English

You will get extra points for the following

Hands-on experience in an HR Operations role

Knowledge of tools like SharePoint, SAP HCM, SAP SuccessFactors, JIRA

Additional Information

Now let's talk about perks and compensation

We have a hybrid work week model, giving colleagues flexibility in how they work, as well as ensuring we create our unique Avaloq culture in our office locations. Our base salaries are competitive and you can be recognised for outstanding effort with an extraordinary achievement reward – the pinnacle of recognition. Avaloq aims to share its success with all its colleagues by paying out “Success Share Units” depending on its performance in a given year.

At Avaloq we embrace diversity, we embrace difference. We are whole-heartedly committed to equal employment opportunities and we foster an inclusive culture where everyone's contributions are valued and their voices are listened to. We hire, compensate and promote regardless of origin, age, sexual orientation, gender identity or any other fascinating characteristics that make us different. Please note that our job descriptions are intended to be written in an inclusive and gender neutral language.

Don't be shy – apply!

Please only apply online, preferably with pdf documents.

Note to Agencies: All unsolicited résumés will be considered direct applicants and no referral fee will be acknowledged.

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