

Job Identification

Job Title: SAP Business Systems Analyst
Division: Bailey Metal Products Limited – Concord
Department: Information Systems
Reports to: Manager Information Systems

Job Purpose Summary

The SAP Business Analyst is responsible for evaluating, designing and implementing SAP (Systems Applications and Products) software programs for Bailey Metal Products in order to help manage such areas as inventory, sales, production and marketing within a single program. Provide analysis of enterprise resources planning, customer relationship, financial, and supply chain management practices and strategies to determine how to apply SAP software programs. The incumbent can make changes to or customize existing programs or add new programs to existing platforms. The SAP Business Analyst also trains managers in the use of SAP software. The success of this role relies on a good mix of technical, business and interpersonal skills and the ability to differentiate between business processes and the technologies that enable them.

Responsibilities and Accountabilities

The responsibilities and accountabilities of the position will be to lead as a technical and functional expert in analyzing, designing, and developing solutions for SAP enhancements and continuous process improvement, but not limited to:

- Perform process impact analysis as well as related SAP functional/technical activities (blue print, design, prototype, test, cut over and deploy) for continuous improvement enhancement requests.
- Provide business systems support for SAP, SAP BI, SharePoint etc., along with working knowledge to assist the Network Systems Analyst with Desktop configuration and support, when applicable.
- Working with users to define user requirements, functional requirements and technical specifications, as well, as provide user training when needed.
- Lead Fit-Gap analysis and documenting AS-IS and TO-BE processes.
- Reviewing and analyzing solution enhancement requests to determine complexity.
- Developing user and technical specifications to support development of approved solutions.
- Authoring and execution of test scripts, required to maintain a validated system state.
- Recommend strategies that are both compliant and efficient in accordance with company compliance guidelines.
- Hands on responsibility in developing and demonstrating SAP capabilities by preparing and delivering demos, authoring training materials and delivering training.
- Proficient in SAP Business Objects Web Intelligence (Webi) BI tools and SQL DB would be an asset.
- Experience and working knowledge of SAP configuration and modifications.
- Strong communication, analytical and problem solving skills to help support the requirements, design, documentation processes align to specification.
- Must be client focused in a team oriented environment, as well as possess ability to work autonomously reporting priorities and progress to management.
- Work on various interrelated projects consisting of end-to-end system architecture.
- Desire strong motivation to rapidly learn and implement new technologies.
- Working knowledge of SAP Personas/Fiori would be an asset.

Qualifications

- Bachelor's degree in computer science, information systems or a related study — or equivalent working experience
- Minimum of 5 - 7 years of experience in IS.
- Minimum of 3 years of experience in SAP ECC 6.0
- In-depth experience in designing and implementing information solutions.
- Ensures alignment of data architecture with data governance policies, guidelines, and standards
- Experience in Microsoft SQL Server 2012.
- Experience in Extract, Transform, Load (ETL) tools
- Experience with Reporting tools (SQL Reporter, SAP BI Webi)
- Ability to assess rapidly changing technologies and apply them to business needs.
- Strong communication and interpersonal skills, including the ability to create marketing and messaging materials that meet stakeholder preferences.
- Familiarity with business process models is a plus
- Working knowledge and exposure to computer support and configuration

Working Conditions

- Overtime as required.