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Ref. IO1077 - 3/15/2010

ERP System Responsible Officer - CHD-079

Main job	Software
Departments	CHD/Department for CODAC and IT, Heating and CD, Diagnostics
Divisions	CHD / CODAC and IT Division
Sections	CHD / CIT / Information Technology Section
Job Family	Project support
Application Deadline	4/19/2010
Grade	P3
Direct employment	Not required
Supervised by:	Division Head
Purpose	To support the ITER team and be responsible for the coordination and maintenance of an Enterprise Resource Planning (ERP) system which aims to support ITER's administrative activities. SAP is the ERP solution used at ITER. An application maintenance service contract is in place to support this activity. Coordination of all aspects of this contract is a key element of this position.
Main duties / Responsibilities	<ul style="list-style-type: none"> • Is responsible for coordinating all activities concerning the maintenance of SAP in support of ITER's administrative activities especially in Finance, Procurement and Human Resources. • Maintains a close relationship with end users and those defining business needs and developing functional specifications; • Coordinates configuration/customization development activities; • Coordinates the creation of technical specifications; • Coordinates SAP related help desk, documentation, training and coaching activities; • Is responsible for coordinating the development, integration and communication between SAP and the various other data management systems used in ITER (Enovia, Primavera, Doors, SharePoint, ASP.NET systems); • Is responsible for supporting security and audits of the SAP and related IT systems; • Is responsible for coordinating ITER's reporting needs concerning SAP and other related systems; • Maintains a close relationship with administration managers, process owners and IT system administration group; • Maintains a strong commitment to the implementation and perpetuation of the ITER Safety Program, values and ethics.
Measures of effectiveness	<ul style="list-style-type: none"> • Successfully implements ITER's business needs concerning SAP and other supporting systems; • Successfully coordinates the maintenance and updating of SAP systems; • Successfully supports SAP integration with other data management systems.
Level of study	Master or higher degree
Diploma	Information Technology or equivalent
Level of experience	5 to 9 years
Technical experience	<ul style="list-style-type: none"> - At least 7 years' experience in the implementation of SAP; - Extensive experience in the areas of SAP modules in Finance, Procurement and HR; - Knowledge of Business Warehouse (BW) and SAP web portal; - Knowledge of customization methods in SAP; - Knowledge of BizTalk, Structured Query Language (SQL) reporting server would be an advantage; - Knowledge of Product Lifecycle Management (PLM) , project management software and connectivity to SAP

would be an advantage;
– Knowledge of Microsoft server environment would be an advantage.

Project experience	2 to 4 years
People management experience	1 to 2 years
Social skills	Ability to work effectively in a multi-cultural environment Ability to work in a team and to promote team work
General skills	MS Office professional applications (Access, Project, Publisher, Visio) MS Office standard applications (Word, Excel, Powerpoint, Outlook) Sharepoint
Specific skills	– Experience managing external contracts in an international scientific or engineering context would be an advantage; – Basic Project Management experience is required.
Languages	English (Fluent)

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