JOB DESCRIPTION

Job Title	Master Data Management (MDM) Expert	**Date Posted**	Jun 1st 2023
Department	DC	**Posting Expires**	Jul 5th 2023
Position	Full-time Staff	**Reporting Line**	Manager
Project	N/A	**Quantity**	01
Location	Onsite/ Hybrid	**Travel Required**	Yes
Level	Experienced/Senior	**Will Train Applicant(s)**	Yes
Type of Hiring	☑ Addition ☑ Replacement	**HR Contact**	-
Salary Range	Up to 10.000 SGD	**Headhunter**	No

[JOB OVERVIEW]

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[REQUIREMENTS]

Gender:	Both	**Age:**	N/A
Minimum Education:	College degree	**Working Experience:**	> 5 years
Residence:	N/A	**Other:**	N/A

RESPONSIBILITIES	- Single point of contact for Master Data Management (MDM) across the business - Own the resolution of all master data related issues, these includes: • Data gathering & understanding the issues • Master data gap analysis • Identify underlying cause, root cause analysis & correction • Coordination with various internal support teams, external service providers and end users • Provide regular status reports to management - Provide technical support for projects • Design, build and support master data requirements for new system implementations • Extract, transform and load master data to & from source/target systems • Design and document master data governance process and roles & responsibilities - Perform regular master data health checks to ensure that required master data across systems are accurate, complete, up-to-date and available
QUALIFICATIONS	**_Working Location:_** **Singapore** **_Technical Skills:_** - Strong Project management experience - Ability to multi-task across multi-project deliverables - Ability to work independently as well as in a team environment - Strong analytical and problem-solving capabilities - Solid communication, interpersonal and presentation skills - Detail oriented with strong documentation skills - Good understanding of Business Processes (Order to Cash, Plan to Forecast, Source to Pay, Make to Deliver & Record to Report) - Knowledge in database technologies (On-premise SQL / Azure Cloud) • Author SQL statements & clauses • Database design/ structure • Stored procedures/ Database Triggers • Manage SSIS packages - Advance knowledge in VB / VBA Macros programming/debugging - Advance knowledge in Microsoft Excel (complex pivot tables, formulas & lookups) - Experience in data analytics and visualization tools (Tableau, Power BI, Alteryx) - Working knowledge of Microsoft Office projects: Excel, Access, PowerPoint, Word, SharePoint, Visio - Good knowledge of IT Infrastructure (Network, Server, OS, IIS, etc)

[OTHER BENEFITS]

- Receive full training from Inter-K JSC (Orientation, Development, ...)
- Performance appraisal
- Learning and development opportunities
- 13th month's salary and additional bonuses based on the business performance
- 12 days Annual Leave per year
- All insurance based on Labor Law
- Opportunities to work oversea, work in a big and global team, work directly with customers
- Free parking at Inter-K Office's parking area
- We truly value your thoughts and opinions
- A professional, friendly, and well-equipped environment
- Attend Associate Social Activities, Team building, Year-end party, sport, and other activities and charity activities

[APPLICATIONS ACCEPTED BY]

Fax or email:	Recruit@inter-k.com	+84 28 2214 0047 Subject Line: Title: [Inter-K] –Position– Your Name	Mail:	**INTER-K JSC** 05 Dong Da, W.2, Tan Binh D., HCMC., Vietnam HRs Department – +84 28 2214 0047