

JOB DESCRIPTION				
Job Title	Master Data Management (MDM) Expert	Date Posted	Jun 1 <sup>st</sup> 2023	
Department	DC	Posting Expires	Jul 5 <sup>th</sup> 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]

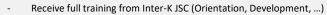
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[REQUIREMENTS]							
Gender:	Both	Age:	N/A				
Minimum Education:	College degree	Working Experience:	> 5 years				
Residence:	N/A	Other:	N/A				
RESPONSIBILITIES	<ul> <li>Single point of contact for Master Data Management (MDM) across the business</li> <li>Own the resolution of all master data related issues, these includes:         <ul> <li>Data gathering &amp; understanding the issues</li> <li>Master data gap analysis</li> <li>Identify underlying cause, root cause analysis &amp; correction</li> <li>Coordination with various internal support teams, external service providers and end users</li> <li>Provide regular status reports to management</li> </ul> </li> <li>Provide technical support for projects         <ul> <li>Design, build and support master data requirements for new system implementations</li> <li>Extract, transform and load master data to &amp; from source/target systems</li> <li>Design and document master data governance process and roles &amp; responsibilities</li> </ul> </li> <li>Perform regular master data health checks to ensure that required master data across systems are accurate, complete,</li> </ul>						
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     Strong analytical and problem-solving capa	a team environment					

- 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]







- 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					

