Colombia Jobs Expertini®

HRIS Specialist

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Company: Stolt-Nielsen

Location: Bogotá

Category: business-and-financial-operations

Are you passionate about Human Resources Information Systems (HRIS)? Then we are looking for you as our new **HRIS Specialist.**

We will make sure to get you as excited as we are when we talk about the distribution and storage of bulk liquids operated by the world's largest and most sophisticated fleet.

Stolt-Nielsen Limited (SNL), is the specialist storage and transportation provider for bulk liquids: Chemicals, clean petroleum, gases, vegetable oils, biofuels and oleochemicals. We also focus on opportunities in aquaculture & LNG.

What you will do

He/She, in close cooperation with the Human Resources Information Systems (HRIS) Manager, will oversee the global network of all those responsible for entering and maintaining HR data to ensure that the data is completely and accurately captured and maintained in accordance with the Company's HR Master Data Management process.

Key Responsibilities

- Oversee and maintain the optimal function of the HRIS (currently primarily Oracle HCM suite), which may include maintenance, and upgrades to HRIS systems and modules.
- Provide system support and analysis to leverage technology solutions to meet the needs of various users of the HRIS.
- Key point of contact for the daily HRIS operations to HR staff, those who have enter and maintain roles and new system users.
- Production of data extracts and reports ensuring data integrity & data analysis in accordance with the Company's HR Master Data Management process.

- Develop instructions and training content and train (new) users on HRIS.
- Work with HR team members to deliver flawless systems and tools to support global HR processes such as annual compensation planning, talent reviews and succession planning, recruiting and organizational development, driving operational excellence, efficiency, and global standardization across core HR processes globally.
- Serve as steward of user experience with HR systems, define requirements for system enhancements and validate.
- Include any responsibilities that may occur occasionally, or other duties as assigned.

Qualifications

- Bachelor's degree or above in Information Technology, Human Resources Management,
 Business Administration, or related field required.
- 3-5 years' experience in systems operation or administration where interdepartmental work is fundamental.
- Results-oriented with good attention to detail & accuracy.
- Good understanding of HR processes and data.
- Good understanding of HR Payroll, Finance, and IT business processes and how they impact HR systems.
- Ability to present technical information in an understandable way.
- Excellent verbal and written communications skills.
- Ability to function well in a self-directed environment.
- Ability to maintain confidentiality.

About Stolt - Nielsen

Stolt-Nielsen Limited is a long-term investor and manager of businesses, focused on opportunities in logistics, distribution, and aquaculture. The Stolt-Nielsen portfolio consists of its (three) global bulk-liquid and chemicals logistics businesses – Stolt Tankers, Stolthaven Terminals and Stolt Tank Containers – Stolt Sea Farm and investments in LNG. Stolt-Nielsen Limited is listed on the Oslo Stock Exchange (Oslo Børs: SNI).

Equal Opportunity Employer Statement

Stolt-Nielsen is an Equal Opportunity Employer. All hiring and employment decisions are made without regard to race, color, creed, religion, disability status, genetic information, pregnancy, citizenship status, marital status, sex/gender, sexual preference/ orientation, gender identity or expression, age, veteran status, national origin or ancestry, or any other status protected by federal, state or local law or regulation. This policy applies to all terms and

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