

Purchasing Local Key User

Your tasks

The Purchasing Local Key User will act as strategic enablers ensuring enforcement of the global purchasing template, proper management of data harmonization and quality, continuous improvement of rollout quality through lessons learned.

The role is responsible for rolling out the Purchasing template for NPM and PM in the assigned IMPACT location. The position requires active involvement across all phases of the 12-month rollout project, including kick off, Fit-to-Template, migration validation, process and integration testing, user acceptance testing (UAT), end user training, cut-over planning, go live activities and hypercare.

Purchasing local Key User activities

- **Project Support:** Serve as the key user for the SAP S/4HANA implementation project, representing the purchasing department's interests and requirements.
- **System Knowledge:** Utilize in-depth knowledge of SAP MM (Materials Management) and overall Purchasing processes to support the configuration and customization of the new system.
- **Stakeholder Collaboration:** Work closely with IT, procurement, and other internal stakeholders to gather requirements, provide input, and ensure alignment on project goals.
- **User Support:** Provide support to internal users during the implementation, addressing any issues and ensuring a smooth transition to the new system.
- **Training and Support:** Develop and deliver training materials and sessions for internal users on the new SAP S/4HANA system.
- **Data Migration:** Assist in the migration of data from SAP R/3 to SAP S/4HANA, ensuring data integrity and accuracy.
- **System Optimization:** Identify and implement enhancements to the new system to improve functionality and user experience.
- **Compliance:** Ensure all activities related to the implementation comply with company policies, industry regulations, and legal requirements.
- **Reporting:** Generate and analyze reports on project progress, system performance, and user feedback to drive continuous improvement.

Your profile

- Bachelor's degree - preferably in Engineering, Business or Finance preferably with knowledgeable or certified in Project Management
- More than 5 years work related experience in Sourcing, Procurement, Supply Chain, and or Logistics
- Advanced knowledge of ERP systems (e.g., SAP, Tangro, etc.)
- Proficient in using Microsoft Office suite; Advanced knowledge of Excel
- Knowledge in Plant production activities, BOM, material planning and



Job ID
REF91444S

Location
Taguig City

Leadership level
Leading Self

Job flexibility
Hybrid Job

Legal Entity
Continental Global Business Services Manila, Inc.

forecast, supplier and issue management.

- Expert knowledge in SAP, SRM tools implementation, work migrations and user acceptance testing activities.
- Stakeholder engagement, supervising associates, conducts training/s on subject of expertise
- Experience with working with international teams required
- Advanced customer relationship and stakeholder management skills
- Expert communicator and deep understanding of different cultures and norms.

Our offer

- Hybrid work arrangement
- HMO upon hire
- Values-based culture
- Work-life balance
- Learning Opportunities

Ready to drive with Continental? Take the first step and fill in the online application.

About us

GBS Manila Organizational Description:

Continental Global Business Services in Manila started in June 2012 as Veyance Technologies Inc. and was acquired by Continental AG in January 2015. On the same year, it legally changed the company name to Continental Global Business Services Manila Inc., which reflects its global presence as a full-fledged subsidiary of ContiTech Division in Continental AG.

GBS Manila is composed of five (5) main work streams, structured to make processes centralized, standardized, and in leveraged technology with the support of IT group, Continental Business Systems & RPA Competence Center.

It provides end-to-end, front-to-back services; from customer service, order management, purchasing, invoice to payment, credit and collection, full finance activities, data management, and HR services including payroll, employee benefits and talent acquisition; all built to meet its customers needs.