

Global HR Systems User Access Provisioning Specialist - Tires

Jūsų užduotys

The role Global HR Systems User Access Provisioning Specialist is part of Global HR Services – HR Systems Operations. This role is central to ensuring secure, timely, and compliant user access while continuously improving access related processes for our external HR services provider.

Your tasks include:

- Create, update and deprovision Active Directory (AD) accounts for external users based on approved requests.
- Enable and configure users in the internal Business Partner Access tool.
- Maintain accurate records of users for audit and compliance purposes.
- Periodically monitor the access usage.
- Ensure and control defined support processes to keep service level agreements (incident management, user requests).
- Develop, document, and continuously improve operational processes across HR digital solutions, contributing to knowledge articles, standard operating procedures, and training materials.
- Complete regular data quality reviews and audits.
- Manage tasks & processes within a complex, global organization and handle various stakeholders.
- Collaborate closely with internal teams (Global HR Services and IT Infrastructure) as well as coordinators from the external service provider to ensure smooth day to day operations and effective issue resolution.

Reikalavimai

- You have a university degree in a related field, such as Computer Science or Human Resources.
- You have previous experience in an operations, system support, or access provisioning role, ideally within an HR, shared services, or IT service environment.
- You have previous experience with user access management and system authorizations, preferably with HR systems or identity related tools.
- You know your way around Microsoft Office 365 suite as a user.
- English comes to you easily (~95 % of the job is in English).
- You can work and collaborate well in a hybrid environment.
- You have a strong interest in digital tools, systems, and workflows, with a willingness to understand how technology supports business processes.
- You can adapt your communication to different audiences.
- You enjoy learning new things.
- You are responsible and organized.



Darbo ID
REF93574P

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Žmogiškieji ištekliai

Vieta
Timișoara

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Mes siulome

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Apie mus

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