

## Expert Business Applications Administrator (HR systems)

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Company: Allegro sp. z o.o.

Location: Poznań

Category: computer-and-mathematical

### Job Description

**We offer a contract of employment and a hybrid work model that incorporates solutions developed by the leader and the team**

Our team is a great group of experts in the area of administration, development and product management. We are responsible for supporting the HR team in delivering solutions dedicated to our employees. We support users from all Allegro entities.

### About the job

As a System Administrator you're going to cooperate very closely with Business Application Specialists who manage the changes within systems, as well as our internal clients to support them with daily tasks. Your role will be to implement new functionalities, integrations, as well as to deliver daily support to the client. You will also be engaged in the project of implementing the new Global HRIS..

### We are looking for people who

Have experience in HR systems (eg. TETA, SAP SF - nice to have)

Have experience in integrations - preferable through API (REST or SOAP)

Have knowledge of functional tests and mass/bulk data manipulation (Bulk API)

Have a knowledge of SQL and PL/SQL

Know Polish and English at B2 level

Have experience in administering the business application (preferably in HR area, at least 2 years)

Are able to work effectively under time pressure

### **The following are also a plus**

Knowledge of ITIL

Basic knowledge of any scripting language - preferably Python or Google Apps Script

Experience in administering Teta HR or SAP Success Factors

Knowledge about version control system - GIT

### **What we offer**

**A hybrid work model** that you will agree on with your leader and the team. We have well-located offices (with fully equipped kitchens and bicycle parking facilities) and excellent working tools (height-adjustable desks, interactive conference rooms)

**Annual bonus** up to 10% of the annual salary gross (depending on your annual assessment and the company's results)

A wide selection of fringe benefits in a cafeteria plan – you choose what you like (e.g. medical, sports or lunch packages, insurance, purchase vouchers)

**English classes that we pay for** related to the specific nature of your job

16 or 14 MacBook Pro with M1 processor and, 32GB RAM or a corresponding Dell with Windows (if you don't like Macs) and other gadgets that you may need

Working in a team you can always count on — we have on board top-class specialists and experts in their areas of expertise

A high degree of autonomy in terms of organizing your team's work; we encourage you to develop continuously and try out new things

**Hackathons, team tourism, training budget and an internal educational platform, MindUp** (including training courses on work organization, means of communications,

motivation to work and various technologies and subject-matter issues)

If you want to learn more,

### **Your main responsibilities**

Implementation of SAP SuccessFactors (Employee Central and compensation module)

Being a part of discussion about SAP SF architecture within the company

Maintenance of the system (monitoring, issue resolvment, risks mitigation etc.), as well as development

Cooperation with the vendor

Support of key users, as well as employees

Cooperation with Business Application Specialist in the area of new solution preparation

Technical documentation preparation

### **Why is it worth working with us**

Close cooperation with the internal team full of experts, being a heart of HR processes

You will have possibility to do maintenance work, as well as develop new functionalities, integrations and customizations

You will be a key partner in the project of SAP SF implementation to the organization (including 6 countries)

You will have possibility to cooperate with experts from other technical areas, such as: tibco, robotization, local payroll system administrators

A high level of autonomy

The IT team is made up of over 1700 members who have shared their knowledge at multiple conferences and co-create a blog:

We organize event, a 100% remote version of our offline Allegro Tech Talks meetups, and

we make guest appearances at the invitation of such communities as Warsaw AI, JUG (Poznań, Łódź, Lublin, Wrocław), WG .Net, Dare IT, Women in Tech Summit

We focus on development as well. We organize hackathons and internal conferences (e.g. the annual Allegro Tech Meeting), our employees regularly participate in events both in Poland and abroad (Europe and USA), and each team has its own budget for training and study aids. If you want to keep growing and share your knowledge, we will always support you

### **This may also be of interest to you**

**Allegro Tech Podcast** →

**Send in your CV and see why it is #dobrzetubyc (#goodtobehere)**

Array

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