

## **Job description**

# **Senior HR System Specialist**

## **People & Culture**

## **Hempel A/S**

Q3 2019

## Senior HR System Specialist to implement systems and analyse data

*Hempel is looking for a candidate to drive key parts of the implementation of a new HR system, updating existing systems and delivering professional sparring and support within HR Data Analytics and reporting.*

*If you are looking for a role where you can influence the overall project, engage with international colleagues in a global matrix organisation and eventually see through a full-scale HRIS implementation then this might be a role for you.*

### About Hempel A/S

Hempel is a world-leading provider of coating solutions employing close to 6,500 people in 80 countries, delivering innovative and trusted solutions for the protective, marine, container, decorative and yacht markets. Hempel is committed to making customers' investments safe and beautiful for longer. The company is proudly owned by the Hempel Foundation which supports cultural, humanitarian and scientific causes across the world.

### Your central role in a global HRIS implementation and management

As Hempel today is executing on the 'Journey to Excellence 2016-2020 strategy', the three overarching goals are; To increase customer focus, to deliver sustainable organic growth and finally to create operational excellence leading to the continued success of Hempel. Creating operational excellence in People & Culture requires valid and real time management status globally on organisational and people performance as well as aligned global HR processes. The new HR system is planned to be implemented in 2020.

As Senior HR System Specialist, you will report to Head of HRIS, Seok Yee Lye, based in Singapore and you will be based at HQ in Lyngby, Denmark together with the main part of the People & Culture department.

### Key responsibilities

1. HR Systems Implementation and Support
  - > Partner with the business and HRBP's to map key HR processes translate to system process, recommend and define data fields to be included
  - > Be involved in the full project cycle to implement the new HR system providing support and maintenance after 'go live'
  - > Set up the required reports / dashboards / scorecards in the HR system
  - > Work with other functions such as Finance and Digital to establish the data interface between HR system and other enterprise systems
2. Data Analysis & Reporting
  - > Support functions in their development of solutions within the area of HR Data and analytics, e.g. dashboards or reporting. This could be Centers of Excellence in People & Culture or other stakeholders that need guidance, sparring on quality of data, or specific support with hands-on design and solutions
  - > Recommend improvements in HR processes and systems where necessary to strengthen reporting for decision making
  - > Evaluate and analyse internal and external data, conduct data cleansing to ensure high quality data migration
  - > Provide guidance for the business and HRBP's to interpret workforce data and metrics
3. Change Management
  - > Drive adoption and proficiency of changes within the organization
  - > Develop change management plans, that includes stakeholder. management, communications, change readiness activities, knowledge transfer activities, and end-user training
  - > Effectively approach key-users from People&Culture, IT and business, and support the ongoing change management effort to ensure an efficient implementation

#### 4. Governance

- > Support the global HR data quality standard, ensuring compliance with global data privacy laws
- > Lead periodic data audits within P&C and attend to internal and external audit request
- > Participate in the competence development of HRIS CoE
- > Ad-hoc duties as assigned

### Your background

You hold experience with HR system implementations, either from be part of a system or a full-scale implementation. Ideally you have participated in hand-on in systems configurations. Furthermore, you have the basic general HR process knowledge to be able to understand, analyse and document how HR processes can contribute to decision making and the development of an organisation. By nature, this is combined with a general good understanding of IT-systems and data analytics.

Understanding how a large and international organisation operates you respect other cultures and behaviours. You will work in a highly international team based across the world, diverse in many aspects but all with a dedication and professionalism to support the Hempel journey to excellence with relevant HR support, systems and analytics.

### Matching criteria

- ✓ The ideal individual has worked in the space between HR, IT, transformation, analytics. This could be internally or as an external consultant.
- ✓ 5 - 8 years of relevant experience in parts of HR Systems (eg. performance, recruitment, salary/admin) and ability and motivation to broaden out your knowledge to other parts of the organisation.
- ✓ Strong IT skills and good knowledge of Microsoft Excel, Word and PowerPoint. Experience with - or with potential to - support the system configuration in cloud-based systems
- ✓ Strong data analytical skills with the ability to analyse and predict business needs, adding value as a sparring partner to CoE and other functions.
- ✓ Good understanding of HR processes and business.
- ✓ Communicate well in English, both spoken and written.
- ✓ Preferably experience from regional/global role in a matrix organisation.
- ✓ Ability to handle stakeholder management in a dynamic, cross-cultural and changing culture.
- ✓ Preferably project and change management experience.
- ✓ Working experience with statistical software, HR Systems, configurations in cloud-based systems (such as Workday, SuccessFactors or Cornerstone) are a plus, but not a demand.
- ✓ Bachelor's Degree in related discipline (i.e. Business, Computer Science, HRM or Data Analytics).

#### As a person:

- ✓ Business understanding and curious mind-set to deliver professional value-adding sparring and drive HRIS implementation across and into the global P&C organisation.
- ✓ Personal drive with pro-activity, hand-on approach and sense-of-urgency.
- ✓ Solid analytical skills but also able to focus on details without losing out on the overview of the project.
- ✓ Robust and mature, able to work independently under with empowerment and distance leadership

## Hempel A/S offers

At Hempel, you are offered a variety of global career possibilities and many cross-functional and cross-cultural working relationships. Hempel strives to create the right conditions for personal and professional development.

Everyone at Hempel strives to live by J.C. Hempel's motto: "It is the will to want that creates the skill to do" - proving your willingness and ability to push boundaries and adapt to change. You should find ways to do things even better and more responsibly tomorrow than we do them today and demonstrate the courage and initiative to make them happen.

Hempel offers a package of compensation and benefits, a competitive and benchmarked base salary, pension, bonus schemes etc. according to Hempel's policies.

## How to apply

Please send your resume and application to Peoplement e-mail [lars-henrik@peoplement.dk](mailto:lars-henrik@peoplement.dk) marking your application "HRIS, Hempel". We expect to finalise the search during Q3 2019.

## About Peoplement

Peoplement conducts team-based headhunting facilitating development of teams and individuals, thereby adding value to people and team performance, to business execution and results.

### **Peoplement**

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