

Koch Capabilities, LLC (FKA Koch Business Solutions, LP) seeks a HCM Analyst.

Job Description:

Serve as part of an information technology team responsible for designing, configuring, and implementing the Human Capital Management (HCM) platform technologies and processes globally. Maintain support for HCM systems once implemented. Provide technical guidance, and respond to end user requests for new features, system configuration, and complex reports. Participate as a build analyst for new HCM platform. Research, identify, and resolve escalated end-user issues, system discrepancies, and partner with vendor support to track and escalate issues as needed. Participate in systems updates and enhancements. Engage in gap assessments of technology, workflows and training, specific to the post-live environment, and provide knowledge to assist with closing gaps. Utilize knowledge of HCM systems and business processes to provide internal customers with support as well as suggestions on how to best utilize the systems to meet business needs. Configure Infor Application (GHR/VC) workflows and integrations for vendors. Retain knowledge and apply critical thinking to understand and escalate potential compliance concerns. Troubleshooting a wide range of system errors. Conduct system upkeep and configuration documentation.

Minimum Requirements:

Employer requires a Bachelor's degree in Information Technology, Computer Science, Information Systems, Business Administration, or a related field and 3 years of experience in HR operating model and technology transformation.

Of the required experience, must have:

- 3 years of experience with HCM Enterprise Resource Planning (ERP) solutions;
- 3 years of experience with HCM setup;
- 1 year of experience with triaging, trouble shooting, and applying appropriate system changes; and
- 1 year of experience creating and modifying scripts.

100% telecommuting permitted. Applicant may reside anywhere in the US.

To apply, send resume to: azura.gao@kochgs.com. Please include Job Number 123846 in the subject line.