

Position title: HRIS Consultant	Product: Cadena HRM Series 5/PayTime
Location: Ho Chi Minh City, Hanoi, Vietnam	Market: Vietnam

Job Description

Cadena is looking for a talented Consultant to support deployment of our HRIS products in Vietnam. You will work with our clients directly, to implement Cadena's HRIS and Payroll solutions. The implementation services will be delivered in a blended manner of on-site and off-site activities. Each implementation consultant is expected to work as an independent contributor as well as in a team environment.

Day-to-day you will:

- Lead requirement gathering and design sessions of HRIS projects.
- Provide technical and functional expertise to customers
- Monitor project deliverables and timelines.
- Deliver end user training.
- Be an expert in the configuration of and management of Cadena's HRIS applications.
- Create and update test scripts needed for functional testing.
- Facilitate review sessions with functional owners, subject matter experts and end-user representatives.
- Analyze business processes and prepare detailed functional specifications for required development activities (including reports, interfaces, conversions, enhancements, and forms).
- Drive the planning, prioritization, design, development and deployment of new HRIS projects & system enhancement.
- Participate in peer reviews.
- Upon request assist in the presales process.
- Document local tax and labour laws to ensure compliancy of our HRIS products.

Your Profile

You are an experienced HR/ ERP consultant and have a Bachelor's Degree in computer science, computer engineering, management information systems or a related field.

- Fluent in English (written and spoken).
- Willingness to travel up to 50%.
- Self-motivated and highly adaptive in challenging situations with strong organizational, planning and problem-solving skills.
- Service-oriented with a proven ability to prioritize tasks in a stressful environment.
- Understanding of tax and labour laws is a plus.

We offer

- An inspiring work environment!
- Competitive salary packages.
- Annual salary reviews and adjustments
- A knowledge sharing atmosphere and teams full of enthusiastic professionals.
- Training and education.
- Career development opportunities.

Cadena Vietnam Co. Ltd.

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