

### Junior Technical Business Analyst

TR Fastenings Ltd specialise in distributing and manufacturing standard and specialist industrial fasteners. Through our global operations, TR employs over 1,200 highly skilled and experienced people. Every colleague around the world is a valued member of the TR family who work together to deliver a high-quality service for all our customers.

Trifast have established a project team to deliver business innovation and change projects around the world. Predominantly currently focused on project ATLAS, the project team is now looking to recruit a Junior Technical Business Analyst focusing on the System Management & Project Management activities, on a full-time basis.

This role can be based at any of our Global sites, with remote options available. There may be the need for infrequent travel across our global sites in line with business requirements.

#### The Role

Reporting to the Project Delivery Lead, the candidate will be responsible for assisting with the deployment of our new ERP system (Project ATLAS), and then be part of a team of experts leading transformation projects within the group. Supporting the project team and business stakeholders, the candidate will be involved in all aspects of system delivery projects.

#### Key tasks include:

- Support the business strategy for transitioning to Microsoft Dynamics 365
- Provide support and engage with key stakeholders across the business, in all elements of solution delivery, to ensure the successful adoption and implementation of project objectives
- Ongoing testing of D365, including the reporting and management of solution issues and bugs
- Support the System Management & Project Management functions, for all global sites transitioning to D365 including those in Hypercare
- Ongoing maintenance of training materials and delivery of training of end users as required
- Documenting business processes and requirements where required
- Creation and analysing of Develops tasks to lead calls and keep momentum in the programme.
- Support the project governance and methodology utilising all project management tools. This includes identifying risks, maintaining project documentation and co-ordinating with project stakeholders
- Provide analytical insight to inform business strategy and decisions
- Keeping up to date with developments in technology within our industry
- Supporting Cut Over in readiness for go lives
- Identify areas for continual improvement within the project and process's and work with the relevant team to implement

The working hours are Monday to Friday, 37.5 hours per week.



### **The Candidate**

The ideal candidate will hold strong analytical and problem-solving skills and have a willingness to develop project management skills. The role requires a high level of organisational skills, a flexible approach to work and the ability to be proactive and use initiative.

You will need to have excellent communication skills together with a good telephone manner and be able to communicate at all levels. Being a good all-round team player is a must, as is the ability to work to deadlines and think on your feet.

It is advantageous that you will hold some project delivery experience and/or a business qualification, however this is not essential as full training will be provided

### **To Apply**

If you are interested in applying, please contact Katia Sparks Group HR Advisor on 01825 747324 ext. 4324 or email your CV to [Careers@trifast.com](mailto:Careers@trifast.com).

