

POSITION DESCRIPTION

1. SR. EXECUTIVE/ASSISTANT MANAGER - IT

Corporate Unit: Corporate **Location:** Gurgaon **Reporting to:** Manager, IT

2. GENERAL DESCRIPTION

Position will be responsible for Application Implementation

3. SPECIFIC ACCOUNTABILITIES

- Application Support which would include maintaining data, resolving user queries and further updating the Application when need be.
- Handling of Customer IT projects, which would include interacting with Sales & Key Accounts Team and understanding there specific IT requirements.
- Strong experience of Application Implementation process.
- Experience in data maintenance and data analysis

4. SKILLS REQUIRED

- Proficient in PLSQL , SQL Server 2000, MS Access and MS Excel
- Must possess very Good communication and Presentation Skills.
- Additional Training Background will have advantage
- Practical familiarity with logistics & Supply Chain solutions Industry will be Preferred.

5. EXPERIENCE AND QUALIFICATIONS

- Experience : + 4 to 5 years
- Degree/Diploma in Computers preferably B.E. / B.Tech / MCA, NIIT, Aptech or equivalent.

6. Contacts for Queries / Applications

Please email your resume at hr.india@dbschenker.com