

## Vacancy No. IRC2014

### Business / Functional HR Analyst - Oracle eBusiness Suite R12 Human Capital Management (HCM)

<b>Profile Description</b>	Business / Functional HR Analyst - Oracle HCM R12
<b>Duty Station</b>	Italy- Rome
<b>Organization</b>	Office of the Director, Human Resources Management Division, CSH
<b>Deadline</b>	Open
<b>Duration of Contract</b>	Up to 11 months with possibility of extension

#### **Profile Requirements: Business / Functional HR Analyst - Oracle eBusiness Suite R12 Human Capital Management (HCM)**

The FAO is upgrading from Oracle eBusiness Suite R11.5.10 to Release 12 and is seeking qualified Business / Functional Analysts with proven experience working with Oracle Framework and Oracle R12 HCM modules; including Oracle Self-Service HR, Core HR, Advanced Benefits and Payroll, iRecruitment, Performance Management, and Learning Management.

#### **Duties and responsibilities**

Under the supervision of the CSH HR Management Systems Coordinator, the consultant will liaise with project managers and focal points in the business and technical divisions and perform activities required to ensure successful transition and deployment of an upgraded Oracle R12 HCM environment.

With a focus on an integrated HCM solution, consultants will perform various activities including review HR processes, document and analyze new requirements; design solutions based on Oracle R12 HR functionality; document changes and gaps; inform management of potential benefits, costs, and change impact to existing environment (policies, processes, procedures and system functionality); ensure the potential benefits of upgraded HR functionality are implemented within the timeline of the corporate upgrade project.

In general terms, the consultant will:

- provide guidance and functional expertise on the Oracle R12 HCM applications and inform management of potential solutions, risks, benefits, costs
- organize workshops and presentations to communicate with key stakeholders
- collaborate with cross-functional teams to analyze and resolve HR integration issues
- document requirements; identify gaps, design solutions, write functional specifications
- collaborate with business and technical teams to define test strategies and plans; perform functional testing of extensions and Oracle fixes; coordinate user acceptance test activities
- perform module configuration and personalization, as necessary
- develop and maintain comprehensive project plans and other related system and user documentation including user procedures, users guides, and training material
- conduct end user training and handover sessions

### **Essential Requirements**

- University Degree (Information & Technology Management, Computer Sciences or other related field of specialization)
- Fluency in English (oral and written) with excellent communication, presentation, and writing skills
- Relevant experience in HR core business processes and knowledge of industry best practices
- Minimum 5 years implementation / upgrade experience with Oracle EBS HR applications and minimum of 2 years experience with Oracle EBS R12 (HCM modules)
- Relevant work experience using SQL
- Intermediate level experience with Microsoft office tools (Word, Excel, PowerPoint, Project)
- Demonstrated ability in planning, organizing, and delivering quality results

### **Additional Details**

The honorarium is commensurate with the level of job responsibilities and qualifications of the specialist. The Organization does not reimburse for national income tax levied and paid on the honorarium.

Applications from qualified candidates will be retained for a period of one year from the receipt of application. During that period qualified candidates will be contacted whenever the need for a particular expertise and skills arises. Only short-listed candidates will be contacted for an interview.

### **How To Apply**

**To apply:** visit the iRecruitment website at:  
<http://www.fao.org/employment/irecruitment-access/en/> and complete the on-line application

In order for your candidature to be properly evaluated, please ensure to complete the on-line application in all sections