

TITLE: ERP Analyst

DEPARTMENT: IT

REPORTS TO: ERP Manager

BENEFITS: Medical, dental, vision, life insurance, short and long term disability insurance, paid time off package, 401k with company contribution, FSA or HSA options, educational assistance, dependent scholarship program, onsite fitness center, and much more!

General Responsibilities:

The ERP Analyst will work closely with production support team members to ensure the ERP system can continue to support the growing demand of production. This position will be the first line of support for manufacturing to troubleshoot and resolve day-to-day operational issues. The ERP Analyst must have excellent communication and interpersonal skills to collaborate with end users, subject matter experts (SMEs) and the ERP development team. This position will gather relevant information to support process improvements for the ERP system by utilizing ERP data structures, business processes, and ERP system core functionality. The ERP Analyst will also train new production support employees on how to use the ERP system and conduct refresher training for employees as needed. Additional responsibilities include project tasks, workflow analysis, and technical communication and problem solving; as well as work with a team to test scenarios and scripts to ensure continuity with business processes.

Specific Duties:

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Job Qualifications:

Position Requirements:

- Bachelor's Degree in Business, Information Systems, or Manufacturing-related degree or equivalent work experience
- Minimum of 3 years experience with ERP systems
- Strong analytical skills
- Strong ability to translate requirements between end users and development team
- Ability to create requirements and training documents
- Ability to work independently or in a team environment
- Ability to use video conferencing; such as MS Teams

Core Competencies to be Successful:

- Experience working with manufacturing processes
- Experience challenging processes
- Ability to quickly adapt to new processes and decisions
- Experience working with Infor Syteline / CSI
- Ability to learn new technology and tools; such as Shop Floor Barcoding Software, Miro, Lean tools, MS Visio, etc.
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Work Environment:

ADA Physical/Mental/Workplace Requirements

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To apply for this position, please complete an [employment application](#) and send to careers@gorbel.com.

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