



Interflour Group

Job Description



Job Description

JOB TITLE	
Business Improvement Analyst	
DEPARTMENT / UNIT	
Operations / Business Improvement	
REPORTING TO	
Group Business Improvement Director	
Role	
The purpose of this job is to support group level administration of BI Initiatives & information system.	
MINIMUM REQUIREMENTS	
Education / Experience	<ul style="list-style-type: none"> • Bachelor's Degree in Business Management / Finance / Supply Chain Management / Costing or related disciplines • At least 2 years' of relevant hands-on experience in analysis on both financial & non-financial data • Exposure in KPI performance measurement & manufacturing business environment
Specific Skills (Knowledge, skills and abilities)	<p><u>Functional skills:</u></p> <ul style="list-style-type: none"> • Advanced MS Office skills (Excel, PowerPoints, Word) • Excellent skills in Microsoft Excel • Hands-on experience on SAP • Strong financial awareness and excellent analytical abilities • Excellent report-generation skills <p><u>Behavioural Competencies:</u></p> <ul style="list-style-type: none"> • Excellent interpersonal/communication skills, able to work with people from diversified background

AREAS OF RESPONSIBILITY (AOR)

- Play an active and hands-on role in managing operations cost and spending data
- Assist in strategic sourcing initiatives
- Work closely with Business Units on monthly Business performance tracking & reporting
- Conduct cost and performance (KPIs) analysis on existing operations to derive improvement opportunities and action plans
- Follow up on action items arising from meetings
- Develop or enhance existing report template
- Identify gaps to improve KPI effectiveness and SOP relevance where needed

