

Consultant Output Management

Contact

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This is a full-time job suitable for passionate professionals who want to work for a leading European Insurance Group on a very flexible work schedule.

You will work as part of a multinational group with true, large, enterprise-wide systems, complex architectures and real life constraints (speed, performance, non-stop systems availability) and are going to be part of a team aimed at designing and implementing enterprise level solutions.

We adapt our collaboration and development methodologies to the specifics of each project and customer, trying to stay as agile as possible. We bring quality and innovation as added values to the customer needs.

Required skills

- University degree (Bachelor/Master) in IT, Economics or other relevant studies
- Minimum 3 years of experience as IT Consultant or Business Analyst
- Advanced German language skills (minimum level C1)
- Experience in the field of Enterprise Content Management (ECM) – preferred in area of Output Management and in best case DOPIX know-how
- Capable of analytical and solution oriented thinking
- Very good communication skills
- Strong IT affinity
- Capable to deliver optimized solutions based on the clients needs
- Able to work on multiple tasks in the same time and maintaining high quality standards
- Structured, organized working style, with an ambition to deliver quality results in limited time
- Able to effectively assess issues and provide stakeholder support
- Proactive involvement in team activities/decisions
- Fluent in English (both spoken and written).

Desirable skills (nice to have)

- DOPIX administrator experience
- High expertise in understanding all related/connected fields in the delivery chain as coding and provisioning
- Experience in using JIRA and Confluence, as well as agile methodologies (e.g. Scrum, Safe)
- Experience in the Insurance field.

Your responsibilities

- Understand, adapt and work within the UNIQA Delivery Model
- Edit and create new documents in DOPIX
- Understand the business needs and requirements of the client (as defined in the Business Concept document) and analyze them in order to produce implementable solutions in new or existing products
- Implement solutions according to the demand description
- Provision of document changes for test environments and going live
- Perform acceptance tests before delivery to the client, to ensure that all the required functionalities and features have been implemented accordingly
- Prepare and support the creation of Release Notes, Known Issues and User Manuals for assigned products
- Update the existing documentation, when analysis of demands leads to changes in it
- Align respective Functional Analysis / Configuration along the business processes in collaboration with the Business Architect
- Responsible for compliance of functional analysis with the documentation design standards
- Pre-align functional analysis within the ECM Solution Team
- Be part of the implementation team inside the ECM Solution Team (no development responsibilities but requirement engineering up to configuration tasks).

Compensation & benefits

- Very stable work environment, as part of a large Insurance Multinational Group
- Flexible work program, respecting your own private time
- Full-time, unlimited employment contract
- Attractive remuneration package
- Lunch tickets
- Private pension and health insurance
- Extra vacation days
- Exchange of experience and training with international professionals, as a premise for personal development
- Career development opportunities
- German language courses
- Contribution to sport activities
- Team building events
- Great workplace, central office location in a green and quiet area, great city view etc.