

# BARRY CALLEBAUT

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Barry Callebaut z siedzibą w Zurychu jest wiodącym na świecie producentem wysokiej jakości produktów kakaowych. Firma zajmuje się pozyskiwaniem i przetwarzaniem ziarna kakaowego oraz produkcją najwyższej jakości produktów czekoladowych. Grupa posiada 55 nowoczesne zakłady produkcyjne na całym świecie, sprzedaje swoje produkty w ponad 140 krajach, zatrudnia 11 tysięcy osób. Fabryka Barry Callebaut w Łodzi powstała w 1995 r. Polski oddział jest jednym z najszybciej rozwijających się w całej Grupie Barry Callebaut zarówno pod względem zatrudnienia jak i realizowanych inwestycji. Nowoczesne Centrum Usług Wspólnych w Łodzi jest integralną częścią i głównym wsparciem Grupy Barry Callebaut. Poprzez dynamiczny i efektywny rozwój łączy działania transakcyjne w krajach całej Europy.

Kontakt:

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# BARRY CALLEBAUT

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Barry Callebaut to:

- Pasja, Praca zespołowa, Integralność, Przedsiębiorczość, Zorientowanie na klienta
- Światowy lider w produkcji wysokiej jakości produktów kakaowych
- Ciekawy, dynamicznie rozwijający się zespół

Możesz liczyć u nas na:

- Umowę o pracę i stabilne zatrudnienie w międzynarodowej firmie
- Możliwość korzystania z prywatnej opieki medycznej, karty sportowej, dofinansowania posiłków w pracy, świadczenia funduszu socjalnego
- Możliwość rozwoju zawodowego oraz umiejętności miękkich
- W zależności od zajmowanego stanowiska możliwość podróży służbowych
- Szereg aktywności integracyjnych
- Możliwość poznania rynku kakao

Dołączając do nas bądź przygotowany na:

- Dużą dawką endorfin w związku z nadmierną i nielimitowaną ilością czekolady

WIĘCEJ INFORMACJI ZNAJDZIECIE NA STOISKU NR 51 LUB NA STRONACH [WWW.PRACUJ.PL](http://WWW.PRACUJ.PL) LUB [JOBS.BARRY-CALLEBAUT.COM](http://JOBS.BARRY-CALLEBAUT.COM)

# INTERNAL AUDITOR

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- Conduct routine and complex audit projects in the area of operations, finance and IT/IM independently; plan and manage the audit team so that all audit objectives are completed accurately and on time - field audits of 2 – 3 weeks duration at Barry Callebaut entities worldwide in internal audit teams of 2 or more (travelling approx. 60 %)
- Collect, examine, analyze, and verify information about the organization's systems and processes by reviewing manuals, policies, reports, etc., by analyzing actual SAP and other system configurations and functionalities, and by interviewing organizational members where required
- Develop and maintain the mass data analysis tool (ACL) and support the team in data extraction out of SAP.
- Participate in the IT/IM assurance committee meetings and internal advisory mandates.
- Develop recommendations for changes to processes and systems that will adequately manage risks, improve performance and productivity, and ensure that the organization can achieve its business objectives.

# DATA ANALYST & CONTROLLING

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- Analyzing data and generating useful business reports (regular and ad hoc)
- Seeking, analyzing and proposing process improvements
- Identifying and recommending areas of efficiency improvements
- Support Head of SSC with various financial/operational controlling topics
- Close cooperation with management team to create a prioritized list of needs for each business segment
- Work with departmental managers to outline the specific data needs
- Acting as a team member of transformation projects
- Developing and maintaining relationships across internal teams

# PROJECT MANAGER

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- Drive and lead the planning, coordination and implementation of Information Management (IM) projects to ensure delivery on time, within budget, adhered to defined quality standards and meeting agreed user specifications and expectations.
- Develop project plans and budgets, identify and allocate appropriate resources, conduct risk analysis and monitor the progress of plans against project milestones and budgets.
- Manage the delivery of full lifecycle implementation of projects. Conceptual design, detailed design, build/configuration, testing, data design & coach/supervise data preparation by business users, training planning & execution, conversion planning & execution, go-live support.
- In Application Maintenance (support): provide Fit/Gap IM/business governance, to safeguard the Global Template.
- Supervise project teams, typically lead the entire project or one large "functional workstream" on large business change projects.
- Manage the relationship with external vendors/service providers for her/his specific project(s).
- Keep up to speed with "best-practice" evolution in their respective functional / business process area (business principles, business processes, application solutions). Brings in continuous improvement in area of expertise.



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# TRANSFORMATION PROJECT LEADER

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- Seeking, analyzing and proposing process improvements
- Defining, setting up and managing project scope and plan
- Ensuring they are completed on time, within budget and that the projects' objectives are met
- Ensuring the roles and responsibilities within projects are defined and understood
- Identifying project & process risks and mitigation actions
- Maintaining project documentation and reporting status to project stakeholders
- Delivering project status reporting on regular or ad hoc basis as required
- Developing and maintaining relationships across internal teams

# AP ACCOUNTANT

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- Process invoices/CN in SAP and Maximo, make tax determinations/interpretation of taxable vs non-taxable items,
- Monitor AP debit balances and blocked invoices and correct any issues as they arise,
- Perform monthly and yearly close activities,
- Handle external and internal vendor correspondences via email and/or phone and provide support to other colleagues.

# APPLICATION SECURITY EXPERT

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- The Security Expert performs “expert level” design and implementation work on business process & application projects in “Application Project Delivery services” with a focus on Information/Authorization Security and Segregation of Duties.
- Expert in one or multiple business process / Application domains from Security-side. Combines project work with a day-to-day support.
- The Security Expert implement authorization concept according to the Barry-Callebaut guidelines & principles, including specific segregation of duties rules. He/she lead and perform changes to authorizations set up for SAP (or other) systems during the roll-out projects.
- Supervises occasionally Senior & Junior Security Analysts in the area of expertise.
- Keeps up to speed with “best practice” evolution in the area of Security/Authorizations. Continue to grow expertise for the respective business processes and applications.



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# RECRUITMENT SUPPORT SPECIALIST

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- Management and administration of the SF Recruiting Module through the end to end recruitment process
- Management of candidate background / reference checks.
- Act as the communication liaison between applicant and hiring manager regarding status issues / updates as required
- Manage phone screens and organize candidate travel and logistics for candidates.
- Candidate expense management
- Administer & set up candidate assessments
- Interview scheduling (between hiring managers/recruiters)
- Process Vendor invoices relating to Recruitment (agencies/posting channels)
- Prepare and ensure delivery of recruitment status updates internally to staffing team / hiring managers as required
- Prepare job postings (internal & external)
- Support active sourcing activities / candidate longlisting as required

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# SENIOR APPLICATION SUPPORT ANALYST - FULFILL DEMAND

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- The Senior Application Support Analyst analyses all assignments (“tickets”) in field of expertise and resolves them, working with the pool of developments. Provides support to Junior Application Support resources.
- Focus is on “Incidents”, “Service Requests” and “Information Request” tickets from the users, works on “Requests for Change” which are bundled into quarterly Enhancement packs;
- Solves independently the assigned tickets, works with development team to get any development done and with Application Delivery teams for template guidance;
- Ensure that assignments get resolved/tested and approved according to procedures, including User Acceptance Testing;
- Monitor interfaces/batches – analyze issues and dispatch to the relevant teams;
- Work with people from remote locations/regions (internal/external);
- Continue to grow expertise for the respective business processes and applications.

# REGIONAL TALENT ACQUISITION LEAD, EMEA

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- The Talent Acquisition Lead, EMEA is directly responsible for designing and implementing recruiting strategies for the region.
- To ensure we attract and hire right candidates to short-term business win
- and long-term company growth, the responsibilities include improving end-to-end recruiting processes as Process Champion, identifying qualified candidates with high-potential, as well as leveraging recruiting channels for effective sourcing and hiring cost optimization.
- This role also plays hands-on role to drive direct sourcing with EMEA HR Team and Global Recruiters.
- The Talent Acquisition Lead, EMEA role is also expected to contribute building a stronger employer brand through recruiting activities.

# APPLICATION SUPPORT ANALYST - BOFC /SAP FICO

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- Focus is on “Incidents”, “Service Requests” and “Information Request” tickets from the users, occasionally works on “Requests for Change” which are bundled into quarterly Enhancement packs;
- Solves the assigned tickets as independent as possible, seeking support from Senior Application Support Analyst where required;
- Work with development team to get any development done and with Application Delivery teams for template guidance;
- Ensure that assignments get resolved/tested and approved according to procedures, including User Acceptance Testing;
- Monitor interfaces/batches – analyze issues and dispatch to the relevant teams;
- Work with people from remote locations/regions (internal/external);
- Continue to grow expertise for the respective business processes and applications.

# GLOBAL MOBILITY MANAGER

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- Manages the Global Mobility function from pre-assignment, on-assignment, and post-assignment processes in working with the Global Mobility Specialists, internal/external stakeholders and vendors.
- Handles complex cases and provide effective communication on solutions to assignees and the business
- Works on project improvements with internal and external stakeholders in utilizing technology and HRIS (SuccessFactors)
- Serves as a point of escalation for issues or concerns from internal and external stakeholders
- Reviews data and statistics for the business in providing feedback and recommendations from analysis
- Creates presentations for the business and marketing communication for employees to highlight the mobility function features and benefits



# STAFFING SUPPORT SPECIALIST

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- Management and administration of the SF Recruiting Module through the end to end recruitment process
- Management of candidate background / reference checks
- Act as the communication liaison between applicant and hiring manager regarding status issues / updates as required
- High level CV screening as required
- Manage phone screens and organize candidate travel and logistics for candidates
- Candidate expense management
- Administer & set up candidate assessments
- Interview scheduling (between hiring managers/recruiters)
- Process Vendor invoices relating to Recruitment (agencies/posting channels)
- Prepare and ensure delivery of recruitment status updates internally to staffing team / hiring managers as required
- Prepare job postings (internal & external)
- Support active sourcing activities / candidate longlisting as required

# HRIS MANAGER

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- Responsibility for SuccessFactors modules Employee Central, Variable Pay, Compensation and Performance. Oversee the maintenance, improvements and projects in order to provide an overall great employee experience
- Manage complex cases and provide effective communication on solutions to process owners and the business
- Work on project improvements with internal and external stakeholders in utilizing technology
- Serve as a point of escalation for issues or concerns from internal and external stakeholders
- Create presentations for the business and marketing communication for employees/managers to highlight the HRIS function

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# LEARNING OPERATIONS SPECIALIST

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- Administers and maintains the learning management system (LMS) database. Trouble shoots and resolves system issues.
- Managing catalog and activity creation, enrollment and attendance processes for complex and time-sensitive Learning & Development courses.
- Create standard operating procedures and other materials to support the broad use of the LMS.
- Ensure company processes and procedures are followed when developing and maintaining learning modules.
- Conducts testing of new web-based learning modules and publishes courses in the LMS.
- Providing suggestions for LMS based registration solutions and outstanding enrollment issues and/or confirming the validity of credits awarded for external content.
- Developing and implementing the necessary processes and quality controls for specific components of new systems and the ongoing management of existing systems.
- Monitoring and providing support for production operational incidents and request escalation.
- Participating or contributing to the functional testing of new eLearning / learning technology initiatives.
- Developing and maintaining day-to-day relationships with key project members and IT contacts related to learning systems implementation and operations.
- Data management and analysis to produce reports on LMS use and initiatives.

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# SPECJALISTA DS. OBSŁUGI KLIENTA

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- Przyjmowanie i realizacja zamówień od klientów z uwzględnieniem szczególnych wymagań klientów, prowadzenie dokumentacji (certyfikaty, wymagania wywozowe oraz warunki dostawy i płatności)
- Wprowadzenie zamówień do systemu i potwierdzenie przyjęcia
- Kontakt z działem planowania w celu potwierdzenia realizacji zamówienia klientów
- Ścisła współpraca z działem transportu i magazynu w celu zapewnienia terminowej i prawidłowej realizacji zamówień
- Wystawianie faktur z uwzględnieniem wszystkich warunków, rabatów i ofert specjalnych.
- Kontakt z działem księgowości w celu kontroli terminowych płatności
- Przyjmowanie i procesowanie reklamacji
- Pomiar poziomu satysfakcji obsługi klienta i podejmowanie działań korygujących w porozumieniu z klientem
- Rejestrowanie i rozliczanie w systemie Polomas faktur za dostawy surowców dla poszczególnych fabryk

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# IT SECURITY ANALYST ( E E M E A )

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- Deliver key IT security projects, being a member of the global security team
- Be accountable for day-to-day IT Infrastructure Security Operations Center (SOC)
- Collect, analyze and interpret information from current Network Management sources (ex.: Zscaler, InfoBlox, F5, Checkpoint, Juniper/Pulse Secure, Symantec Endpoint Protection ...)
- Define actions to be taken to solve identified vulnerabilities
- Plan, assign and review these actions with local or regional IT teams or service providers; follow-up and report on progress towards IT and Security Management
- Performs Incident response and analysis and provide detailed root cause reporting of potential security breaches
- Manage the global IT security policies (SOP) and work instructions (SOI) as part of a global team, in collaboration with internal and external partners
- Support the global security team to deliver key IT security projects
- Remain up to date with market evolutions and innovations in IT Infrastructure security
- Actively work on innovation, by improving solutions and processes in function of the business



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# SENIOR GROUP FINANCIAL CONSOLIDATION SPECIALIST - COORDINATOR

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- Lead and coordinate a team of 3 Group Financial consolidation specialists
- Act as the process owner for closing cycles and financial consolidation
- Lead and support on managing closing cycles and review accounting packages and notes
- Hold internal trainings on financial consolidation topics
- Coordinate and manage the transition of financial consolidation activities
- Establish and manage robust backup structures and teams for financial consolidation
- Manage and safeguard internal control systems related to financial consolidation
- Train team members through various learning and development initiatives (e.g., Individual Development Plans)
- Mentor and coach employees to ensure team effectiveness
- Lead and support on documenting and improving financial consolidation processes
- Develop, maintain, and promote financial consolidation knowledge related to SAP BW
- Introduce new financial consolidation concepts and reports including checks / balances (in SAP BW)
- Develop and implement closing cycle automation initiatives
- Establish and manage financial consolidation service level agreements

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# SEMI INDUSTRIAL ACCOUNTS MANAGER

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- Manage of a portfolio of national direct-accounts, in order to meet commercial objectives of the entire country for the segment. Build and develop strong relationship in order to identify sales opportunities and influence buying decisions. Visit customers on a daily basis.
- Actively search for and acquire new customers in order to reach sales targets. Generate additional sales results with potential new clients portfolio.
- Develop sales action plan and implement specific plans for assigned portfolio of customers to ensure revenue growth in all company's products. Ensure through constant and direct cooperation with Trade Marketing and Chocolate Academy as well as R&D that short and medium term objectives in terms of volume, margin and market share are met / exceeded.
- Proactively lead a strategic account planning process that develops mutual performance objectives, financial targets, and critical milestones for a pre-defined period.
- Coordinate and control all interaction with all relevant functional areas in order to achieve maximum impact of all the Company's strengths and resources.
- Develop and maintain new and existing customer relationships and secure professional registering of data in Salesforce (customer relationship management).
- Determine Fiscal Year plan by implementing strategies, analyzing & improving trends and results.
- Produce timely and accurate reports of the business activities.

# FOOD SAFETY SPECIALIST

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- Supporting implementation of HACCP, Barry Callebaut, GSFI and customer standards and procedures
- Coordinate internal audit related to HACCP, food safety, sustainability, religious, customer and quality management system
- Support customer and third party audits
- Follow up corrective actions and verify effectiveness of implemented measures, especially on the shop floor
- Supporting other functions to achieve compliance with the above mentioned standards
- Conducting training of local staff to achieve the food safety and quality systems objectives
- Supporting and Replacing of Food Safety Manager
- Attending in new product development - PM meetings
- Conduct root cause analysis for internal non-complying products

# PRACOWNIK MAGAZYNU

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- Zapewnienie prawidłowości załadunków i rozładunków zgodnie z planem dostaw i wysyłek
- Zapewnienie prawidłowości ustawienia, opakowania i oznakowania palet w magazynie
- Codzienna obsługa techniczna wózków widłowych
- Rejestracja ruchów magazynowych wg przyjętych procedur

# ELEKTROMECHANIK

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- Zapewnienie realizacji planu produkcji poprzez utrzymanie w ruchu maszyn i urządzeń produkcyjnych z zachowaniem norm GMP oraz BHP
- Bieżąca obsługa techniczna maszyn i urządzeń
- W przypadku zaistnienia awarii analizowanie sytuacji i usuwanie usterki lub przekazanie awarii, których usunięcie wymaga użycia specjalistycznego sprzętu lub materiałów do odpowiedzialnych jednostek
- Raportowanie z przebiegu swojej zmiany
- Podwyższanie kwalifikacji poprzez regularne pogłębianie swojej wiedzy fachowej oraz udział w przewidzianych szkoleniach
- Dbanie o zapewnienie czystości urządzeń



