

Company: **HP**

Expires on 17 Nov 2010

Location: **Geneva, Switzerland**Job category: **Finance/Accounting**

## Business Planning Analyst I

### Job Description:

The IPG EMEA business is run on a full balanced scorecard (BSC) with revenue, margin, opex, profit, inventory, sell-out and M/S as the main drivers with tight monthly and quarterly targets. Aligning bottom up forecasts by category and country with top down goals and weekly tracking across all dimensions of the BSC is facilitated by the Business Management Tool (BMT).

This position will operate the IPG EMEA Business management Tool, summarizing current business performance and prediction for senior management decision making processes. This includes sourcing data from manual input as well as enterprise data warehouses on a daily basis and providing reports via excel front-ends. Data consistency, reliable operations and user training and maintenance as well as continued adaptation of the processes and tooling incl. the central data base are critical deliverables. The job is limited until expected completion of transfer to future IT solution in Q211

### Candidate Requirements:

Education and experience required

this role is targeted at graduate hiring.

strong excel, vba and data base knowledge is required. experience in strategy, planning, operations, finance, or related functional area will be an asset.

first level university degree.

knowledge and skills required

- strong analytical thinking, technical analysis, and data manipulation skills.
- strong knowledge of excel, vba, access, statistical analysis, and financial modeling.
- essbase experience preferred
- demonstrated business acumen and technical knowledge within area of responsibility.
- strong verbal and written communication skills.

critical competencies to drive business results

solution development/enhancement

defines requirements, develops and/or enhances it solutions, and helps with their deployment and use

process management and transformation

identifies process short-comings and works with others to improve or transform processes

operations building/process improvement

monitors, troubleshoots and improves area-of-control operational processes to ensure optimum performance and practice consistency

technical fundamentals  
information management acumen (it)  
demonstrates fundamental understanding of information management systems  
and infrastructure

organizational interface management  
actively bridges technical and business cultures and perspectives to promote  
cross-organizational collaboration

Type of job: Entry-level job

**Required languages:** English (fluent)

**Open to these areas of study:** Accountancy, Banking, Business Studies, Economics, Financial Management, Hospitality - Catering/Hotel Management, Industrial Relations and Personnel Management, Management Science, Marketing and Sales Management, Secretarial Studies, Tourism

Job open to: Graduates

Job Starts on: Not specified

Job Ends on: Not specified

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