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Fixed Asset Accountant

Overview

The Apple Finance department based in Cork supports all functions of the Apple business including the European Logistics, Manufacturing and Asia /Pac Operations, European Technical Support, Retail, iTunes and Applestore.

The purpose of this role is to co-ordinate and execute all Fixed Assets Accounting activities for the Apple Operations Division. Provide support and information to the local Finance, Procurement and Management teams and to the Buy/Sell teams in Cupertino.

Responsibilities

- Responsibility for all Fixed Assets accounting activities, including:
- Determining correct Asset Capitalization for assets in the AO Division from both US GAAP and Local Accounting perspective and approving all asset purchases.
- SAP postings of the necessary accounting entries for Asset additions, disposals, sales and transfers.
- Ensure that month-end close timetable deadlines are met to support the regional Financial close.
- Preparing all EMEIA Fixed assets corporate schedules.
- Executing and monitoring monthly depreciation runs.
- Monthly Fixed Asset Reconciliations the AO Division in both US GAAP and Local GAAP books.
- Monitoring the Construction in Progress account activity and posting the necessary capitalization entries.
- Monthly and Quarterly Corporate Reporting on the Fixed Assets movements.
- Assist in the coordination and execution of the periodic Fixed Assets count cycle for the Division and following up on appropriate actions for each of the entities.
- Participating in the Divisional Capital Asset budgeting cycle, reporting activities and monitoring & reviewing open Asset Purchase Orders for the entity.
- Accounting for the Accounts Receivable invoices for sale of Apple Own Use and miscellaneous promotional and other activities where applicable.
- Being involved and working in the GFSS and in any Fixed Assets projects as they arise.
- Ensuring SOX compliance and excellent control environment in Fixed Assets accounting area.

Skills & Experience

- Excellent communicator.
- Good organizational skills with ability to multi-task.
- Qualified Accountant or a Finalist with previous Fixed Assets accounting experience.
- Strong SAP and Excel knowledge.
- Flexible and motivated.
- Team player with individual initiative.

Location	Cork
Payment	Not Disclosed
Category	Accountancy / Finance, Financial Services.
Terms	Permanent, Full-time
Last updated	27/04/2012
Contact	Laura Carroll

Accounts Payable Specialist

Overview

The Apple Finance department based in Cork supports all functions of the Apple business including the European Logistics, Manufacturing and Asia /Pac Operations, European Technical Support, Retail, iTunes and Applestore.

The successful candidate will be responsible for payables management and preparation/support of related reporting. Candidate will also be responsible for working with cross-functional business partners to ensure this key data is accurately represented in Apple's operating results. Requires excellent communication and time management skills. Excel proficiency and the ability to work independently will also be required.

Responsibilities

- Prepare invoices and accounts payable vouchers, ensuring that such transactions are properly supported according to company policy.
- Prepare routine account analyses and reconciliations.
- Research and resolve problem invoices.
- Participate with month-end close and reporting.
- Interface with vendors and internal partners regarding inquiries.
- Provide support and guidance to operations personnel as issues arise related to the supply chain or business processes.
- Participate in system automation and integration projects.
- Work in conjunction with the WW Product Cost team on an ongoing basis to adhere to processes and timelines.
- Other ad hoc requests related to the supply chain.

Skills & Experience

- Third level qualification with 2-3 years experience

Location	Cork
Payment	Not Disclosed
Category	Accountancy / Finance, Financial Services.
Terms	Permanent, Full-time
Last updated	27/04/2012
Contact	Laura Carroll

Finance Analyst

Apple is seeking to recruit two Financial Analysts for one of its Irish subsidiaries, Apple Operations (AO). The successful candidate will become part of a team which will be responsible for all of the Financial activities of the division, including the Financial management of capacity expansion programs associated with our OEM supply base in Asia. AO will support this expansion through a number of strategic initiatives including

- Component Buy/Sell activities
- Financing arrangements
- Equipment arrangement

Responsibilities

The Financial Analyst will work with the Division Controller in the execution of the following functions -

Financing (Prepayment) arrangements

- Providing decision support information around the creditworthiness of the supply base
- Monitor credit and review Supplier compliance

Equipment arrangements

- Establish processes to track and monitor assets, including periodic physical inspections
- Create adequate control around the PtP processes (POs, GR/IRs, etc.)
- Provide Financial analytics in connection with impairment reviews

Component Buy/Sell Activity

- Manage the recoupment of prepayment balances against o/s debt
- Interacting with Suppliers to establish processes (e.g., EDI interfaces, timing of deliverables, etc)
- Processing appropriate intercompany transactions, as determined by Tax Department
- Provide all and any Financial evaluations as required by the Tax Department in connection with any TP adjustments

Additionally the Analyst will be required to -

- Prepare KPI reviews with the AO GM and management team.
- Analyse & interpret the AO business results and Financial Statements
- Develop and maintain a SOX compliant control environment.
- Prepare & present internal quarterly business reviews.
- Work with the Buyer and Authorised Requestor teams to ensure robust processes and data integrity
- Provide appropriate analytics to support the Statutory Reporting processes
- Provide supplier level profitability analyses

Skills & Experience

The ideal candidate should possess

- Strong communication and interpersonal skills with the ability to connect with people
- Excellent analytical and problem solving skills - a naturally enquiring approach

- Should be able to deliver in a fast-paced work environment & to strive for excellence
- Positive energy & attitude with a desire to drive constant improvement & change
- Ability to cut through ambiguity, to listen, challenge & innovate

The successful candidate must be self-motivated, curious & flexible, a self-starter who works well both individually and in teams.

The candidate should be a qualified accountant with at least 3 years PQE.

Location	Cork
Payment	Not Disclosed
Category	Accountancy / Finance, Financial Services.
Terms	Permanent, Full-time
Last updated	27/04/2012
Contact	Laura Carroll

Payroll Process Training Support (Temporary)

Overview

The Apple Finance department based in Cork supports all functions of the Apple business including the European Logistics, Manufacturing and Asia /Pac Operations, European Technical Support, Retail, iTunes and Applestore.

Apple's business is constantly changing and growing to meet market demands.

We are seeking a person to join the team, who will take an active role in the accounting activities associated with the European region.

The aim of this role is to support the development and delivery of Payroll Systems & Process Support within the GFSS EMEIA Payroll Department. The requirement is to develop, implement & deliver and streamline the below mentioned tasks. This will lead to subsequent training of the Payroll Specialist before transitioning the tasks to the Payroll Specialists.

Responsibilities

- Develop & update process documentation for EMEIA operational payrolls and work with the team to align processes across all EMEIA payrolls - currently processing payroll in 12 countries and 27 legal entities.
- Creation of detailed work instructions across EMEIA operational payrolls
- Track monthly metrics & postmortem deliverables
- Develop training strategy & tools for training employees, managers and other partners on payroll systems/processes required for accurate & timely payment of all employees
- Delivery of training to employees, managers and other partners across EMEIA
- Develop & update payroll communications - Websites, Bulletins, etc
- Identify adhoc training requirements post monthly payrolls and deliver training as required
- Partner with the HRHelpline Team to transfer knowledge to the HRHL team
- Ensuring SOX and Compliance controls are followed throughout

Skills & Experience

- Experience in the design & delivery of training material and custom documentation
- Excellent communication and presentation skills, a positive and professional attitude
- Proven ability to learn complex systems and process information
- Good Keynote/Powerpoint skills essential along with experience in writing scripts or automating tasks using Excel tools
- Team worker and ability to build working relationships and work across teams
- Good organisation skills
- Self Starter who is motivated, flexible and capable of working on own initiative
- Ability to meet strict deadlines and to handle pressure

Location	Cork
Payment	Not Disclosed
Category	Accountancy / Finance, Financial Services.
Terms	Contract / Temporary, Full-time
Last updated	27/04/2012
Contact	Laura Carroll

Payroll Support (Temporary)

Overview

The Apple Finance department based in Cork supports all functions of the Apple business including the European Logistics, Manufacturing and Asia /Pac Operations, European Technical Support, Retail, iTunes and Applestore.

Apple's business is constantly changing and growing to meet market demands.

We are seeking a person to join the team, who will take an active role in the accounting activities associated with the European region.

The aim of this role is to support the new Payroll Specialists within the GFSS EMEA Payroll Department. The requirement is to automate, structure and streamline the below mentioned tasks. This will lead to subsequent training of the Payroll Specialist before transitioning the tasks to the Payroll Specialists.

Responsibilities

- Completion of payroll postings and accruals for EMEA payrolls;
- Ensuring that all system driven and automatic postings are correct and accurate;
- Develop automated reconciliations between payroll outputs and general ledger monthly reporting
- Responsibility for EMEA payroll monthly balance sheet reconciliations; investigating aged items, clearing and performing reviews with the Accountants.
- Bi –annual ESPP reconciliations; Stock reporting and related accounting
- Accounts Payable management of our vendors & tax authorities
- Develop process documentation for all of the above; structure above tasks
- On-going process improvement;
- Provide training in above processes and transition the tasks
- Ensuring SOX and Compliance controls are followed throughout

Skills & Experience

Qualified or part-qualified accountant with the following:

- Accounting experience in a high-volume environment;
- General Accounting Experience;
- SAP experience desirable as most work will be performed on SAP;
- Good Excel skills essential (pivot table;vlookup and macros desirable)
- Team worker and ability to build working relationships;
- Good organisation skills and excellent communicator
- Self Starter who is motivated, flexible and capable of working on own initiative
- Must be able to produce high quality and accurate documentation and system postings.
- Strict deadlines and ability to handle pressure

Location	Cork
Payment	Not Disclosed
Category	Accountancy / Finance.
Terms	Contract / Temporary, Full-time
Last updated	27/04/2012
Contact	Laura Carroll

Controller Apple Operations

Overview

Apple is seeking to recruit a Financial Controller for one of its Irish subsidiaries, Apple Operations (AO). The successful candidate will build and manage a team which will be responsible for all of the Financial activities of the division, including the Financial management of capacity expansion programs associated with our OEM supply base in Asia. AO will support this expansion through a number of strategic initiatives including -

- Component Buy/Sell activities
- Financing arrangements
- Equipment arrangement

Responsibilities

The General Manager will have responsibility for the following primary business functions and the Controller will be required to support the GM in the execution of these functions -

Financing (Prepayment) arrangements

- Define credit criteria; analyze and approve creditworthiness of Supplier; approve security agreements.
- Monitor credit and review Supplier compliance

Equipment arrangements

- Participate in negotiations on relevant AO deals, as needed, including travel to Supplier locations or Cupertino
- Contract review and execution
- Establish processes to track and monitor assets, including periodic physical inspections
- Coordination of Post-Deal Transactional Matters
- Manage associated transaction processing (POs, GR/IRs, etc.)
- Preparing impairment analysis- financial analysis

Component Buy/Sell Activity

- Setting up buy-sell transactions
- Recoupment against prepayment balances
- Interacting with Suppliers to establish processes (e.g., EDI interfaces, timing of deliverables, etc)
- Maintaining intercompany agreements, relationships and accounting

Additionally the Controller will be required to -

- Partner with cross-functional groups to identify & drive efficiencies.
- Conduct KPI reviews with the AO GM and management team.
- Analyse & interpret the AO business results and Financial Statements
- Develop and maintain a SOX compliant control environment.
- Prepare & present internal quarterly business reviews.
- Support EMEiA Corporate Tax teams in development of appropriate InterCompany and Transfer Pricing policies
- Build and develop an effective Finance team to support the evolving AO business

- Provide appropriate analytics to support the Statutory Reporting processes
- Manage compliance matters for capital equipment (e.g., property taxes)

Skills & Experience

The ideal candidate should possess

- Strong communication and interpersonal skills with the ability to connect with people
- Excellent analytical and problem solving skills - a naturally enquiring approach
- Should be able to deliver in a fast-paced work environment & to strive for excellence
- Positive energy & attitude with a desire to drive constant improvement & change
- Ability to cut through ambiguity, to listen, challenge & innovate

The successful candidate must be self-motivated, curious & flexible, a self-starter who works well both individually and in teams.

The candidate should be a qualified accountant with at least 5 years PQE.

Location	Cork
Payment	Not Disclosed
Category	Accountancy / Finance, Financial Services.
Terms	Permanent, Full-time
Last updated	27/04/2012
Contact	Laura Carroll

Junior Procurement Analyst

Overview

The Apple Finance department based in Cork supports all functions of the Apple business including the European Logistics, Manufacturing and Asia /Pac Operations, European Technical Support, Retail, iTunes and Applestore.

All indirect spending must adhere to policies and controls as defined by Apple. The purpose of the Authorised Requestor role is to ensure that proper controls are adhered to within each line of business and to ensure that Apple is receiving value for money for indirect spend. The role will report to the Division Controller and will liaise with Finance, Corporate Procurement and other Divisional stakeholders. Key responsibilities will include placement and processing of indirect spend, which will primarily relate to capital assets.

Responsibilities

- Process purchase requisitions ensuring compliance to Apple's P2P policies.
- Process, control & review Purchase Orders.
- Promote consolidation of purchases and vendors.
- Acknowledge delivery of goods and services to the appropriate quantity and quality ordered/expected by business.
- Promote Apple purchase to pay requirements with vendors for example presence of PO numbers, line reference, timely delivery, eInvoice program.
- Build strategic map of where (LOB) are spending their money at vendor and division level.
- Provide analytical support to the Division Finance leadership for budget tracking, accruals & forecasting.
- Co-ordinate Subject Matter Expert for Purchase to Pay process within LOB.

Skills & Experience

- Primary degree or diploma in business related subject or equivalent.
- A recently qualified or part qualified accountant.
- Project experience an advantage.
- Ability to analyze data and present coherent information and recommendations.
- Must possess excellent communication, organization, technical & analytical skills.
- A challenging mindset who is not afraid to question the status quo.
- SAP experience an advantage.
- Motivated, flexible, self starter who works well individually and in teams.

Location	Cork
Payment	Not Disclosed
Category	Accountancy / Finance, Financial Services.
Terms	Permanent, Full-time
Last updated	27/04/2012
Contact	Laura Carroll

Customer Service Account Manager – English

(Permanent)
EMEIA Telecoms Reseller Operations

Overview:

Apple's Telecoms Business in EMEIA is expanding.

To support this growth we need a highly motivated self-starter who can keep their finger on the pulse of our Telco accounts. The position entails Collaboration, Planning, Forecasting and Replenishment (CPFR) activities. The team identifies and analyses demand trends, and works with internal teams (such as Sales, Supply Planning & Logistics) to manage the replenishment process for our customers. The CSAM is the single point of contact for the Telco for all operational concerns.

This role is suitable for individuals who thrive in a fast paced, dynamic and evolving environment and who have strong analytical, forecasting/planning and account management skills. We are looking for ambitious individuals who have an excellent understanding of Supply Chain, Customer Relations and the ability to collaborate cross-functionally to deliver outstanding Customer Service.

Responsibilities include but are not limited to:

1. Build and maintain effective working relationships with both Telco Partners and internal departments.
2. Monitor and analyze inventory and sales data and make informed decisions and commitments as a result.
3. Ensure that the interests of the business are represented during account communications.
4. Work, on own initiative, to gather and disseminate information needed to make decisions and drive the business, to both internal departments and external customers.
5. Hold regular Business Operations calls and Business Reviews with each Telco Partner to reach a collaborative forecast & ensure compliance to contractual Ts & Cs.
6. Monitor specific Key Performance Indicators.
7. Manage execution of the Order Flow Process with Telcos, from Demand Forecasting through to Delivery, to ensure optimal customer service levels are attained.
8. Ensure adherence of the Telco's Contractual requirements, and work to gain a thorough understanding of Legal, VAT & Tax Compliance requirements.
9. Identify account process improvement opportunities, with functional experts, and present them to senior management with recommendations.
10. Lead & facilitate forums to represent the Telco's demand requirements/strategies to senior internal stakeholders.
11. Understand the Telco's entire supply chain model.

Characteristics we look for:

1. Ability to analyze data and make planning decisions.
2. Ability to identify, communicate & manage account risks.
3. Practical & pro-active approach to problem solving and process improvement.
4. Excellent communication, interpersonal, negotiation, commercial & organizational skills.
5. Ability to manoeuvre through complex political situations.
6. Ability to change the thinking of, or gain acceptance of, others in sensitive situations.
7. Ability to build effective and influential relationships in a cross-functional team environment.
8. Ability to effectively cope with change as well as a lack of general direction.
9. High attention to detail & ability to drive flawless execution to tight deadlines.
10. Independent, self-reliant, tenacious, self-starter.

Education & Experience

The successful candidate will ideally have:

1. Bachelor degree in Business, Maths or Engineering ideally. Candidates from a Finance background will also be considered.
2. 3-5 years experience in the field of Operations & Supply Chain, preferably in the FMCG/Electronics industry.
3. Post graduate qualification in CPIM, IBF, CIMA or CAT would be an advantage.
4. Knowledge of ERP systems / SAP knowledge with strong analytical skills
5. Prior experience in product planning, production control, inventory management, or production/manufacturing operations.

Benefits:

VHI
 Shares
 Staff discount
 Gym
 Canteen
 Parking
 Life Assurance
 Pension
 Relocation Package
 Sports & Social

Location	Cork
Payment	Negotiable d.o.e.
Category	Call-Centre / Customer Service, Accountancy / Finance, Work Experience / Internship.
Terms	Permanent, Full-time
Last updated	27/04/2012
Contact	Karen Reen

Channel Support Account Manager – Swedish

Temporary Position
EMEIA Reseller Operations

Overview:

Opportunities have arisen within the Reseller Operations Team in the EMEIA Region. These roles will suit candidates with excellent analytical & forecasting capabilities.

Key Responsibilities:

- Develop collaborative agreed run –rate/demand plan for Apple Premium Partners by analyzing partner sales data, demand forecasts, and inventory data weekly to derive a clear demand statement to ensure appropriate stocking levels.
- Monitor the order backlog to ensure it reflects Partners true requirements and mitigate the risk of inventory exposure
- In product constraint situations, manage partner expectations in regards to supply, and work with all stake holders to define and execute a plan to balance supply across all accounts
- Ensure we do not exceed inventory targets, justify cases where this might be required
- Work Collaboratively with Sales to gain intelligence on deals, promotions and new store openings and all events that will impact the normal RR
- Work Collaboratively with Demand Forecast Analysts to improve forecast accuracy
- Investigate if supply is not meeting customer expectations and proactively investigate solutions to ensure agreed run rate is met
- Report weekly results to key stakeholders, to measure performance against KPI

Skills & Competencies Required:

- Data analysis and numeracy skills with proven ability to evaluate, analyse and present data
- Practical & proactive approach to problem solving and continuous process improvement
- Ability to build effective relationships in a cross-functional team environment, excellent communication skills are necessary
- Ability to work under pressure

Qualifications & Experience Required:

1. Business, Science, Engineering, Maths, Supply Chain or Finance Qualification, Degree qualified distinct advantage.
2. Advanced Excel
3. Three plus years in a similar supply chain, demand/supply planning or sales operations role
4. Fluent English essential & Swedish essential

Benefits:

VHI
Shares
Staff discount
Gym
Canteen
Parking
Life Assurance
Pension
Relocation Package
Sports & Social

Location Cork

Payment	Negotiable d.o.e.
Category	Call-Centre / Customer Service, Multi-lingual, Warehouse / Logistics / Shipping.
Terms	Contract / Temporary, Full-time
Last updated	27/04/2012
Contact	Karen Reen

Channel Support Account Manager – English

Temporary & Permanent Positions
EMEIA Reseller Operations

Overview:

Opportunities have arisen within the Reseller Operations Team in the EMEIA Region. This team manages the Operational Relationship with Apple Resellers and Distributors across the EMEIA region. This role involves working with our partners on a daily basis, understanding their forecast and demand trends and influencing internal teams to ensure we execute to fulfill the correct demand signal.

These roles will suit individuals who thrive in a fast paced, dynamic and evolving environment and who have strong analytical, planning/forecasting, and excellent communication and account management skills. We are interested in meeting candidates who come from a range of backgrounds including but not limited to Supply Chain, Retail, Finance & Business Intelligence.

Key Responsibilities:

- Develop collaborative agreed run –rate/demand plan for Apple Premium Partners by analyzing partner sales data, demand forecasts, and inventory data weekly to derive a clear demand statement to ensure appropriate stocking levels.
- Monitor the order backlog to ensure it reflects Partners true requirements and mitigate the risk of inventory exposure
- In product constraint situations, manage partner expectations in regards to supply, and work with all stake holders to define and execute a plan to balance supply across all accounts
- Ensure we do not exceed inventory targets, justify cases where this might be required
- Work Collaboratively with Sales to gain intelligence on deals, promotions and new store openings and all events that will impact the normal RR
- Work Collaboratively with Demand Forecast Analysts to improve forecast accuracy
- Investigate if supply is not meeting customer expectations and proactively investigate solutions to ensure agreed run rate is met
- Report weekly results to key stakeholders, to measure performance against KPI

Skills & Competencies Required:

- Data analysis and numeracy skills with proven ability to evaluate, analyse and present data
- Practical & proactive approach to problem solving and continuous process improvement
- Ability to build effective relationships in a cross-functional team environment, excellent communication skills are necessary
- Ability to work under pressure

Qualifications & Experience Required:

1. Bachelor degree in Business/Science/Engineering/Maths/Supply Chain/Finance
2. Advanced Excel
3. Min 3 plus years in a similar supply chain, demand/supply planning or sales operations role
4. Fluent English essential

Benefits:

VHI
Shares
Staff discount
Gym
Canteen
Parking

Life Assurance
Pension
Relocation Package
Sports & Social

Location Cork
Payment Negotiable d.o.e.
Category Call-Centre / Customer Service, Accountancy / Finance, Warehouse / Logistics
/ Shipping.
Terms Permanent, Contract / Temporary, Full-time
Last updated 27/04/2012
Contact Karen Reen

Order Management Representative – Italian

Italian Customer Service Representative - EMEIA Reseller Operations

Overview:

An opportunity has arisen within the Reseller Operations/Order Management Team in the EMEIA Region.

This team manages the Operational Relationship with Apple Premium Resellers across the EMEIA region. This role involves working with our partners on a daily basis, understanding their forecast and demand trends and influencing internal teams to ensure we execute to fulfill the correct demand signal.

This role will suit individuals who thrive in a fast paced, dynamic and evolving environment and who have strong analytical, planning/forecasting, and excellent communication and account management skills. We are interested in meeting candidates who come from a range of backgrounds including but not limited to Supply Chain, Retail, Finance & Business Intelligence.

Key Responsibilities:

- Work with our Partners to agree the true sales run rate for each of our iPod, iPad and Mac product lines.
- Perform detailed analysis of Partner sales data, forecasts, and inventory level on a weekly basis
- Monitor our Partner's order book to ensure it reflects Partners true requirements and mitigate the risk of inventory exposure
- Ensure we do not exceed inventory targets, justify cases where this might be required
- Work Collaboratively with Sales to gain intelligence on deals, promotions and new store openings and all events that will impact the normal run rate
- Work Collaboratively with Internal Forecasting team to improve forecast accuracy
- Investigate if supply is not meeting customer expectations and proactively investigate solutions to ensure agreed run rate is met
- In product constraint situations, manage partner expectations in regards to supply, and work with all stake holders to define and execute a plan to balance supply across all accounts
- Report weekly results to key stakeholders, to measure performance against Key Performance Indicators (KPIs)

Skills & Competencies Required:

- Data analysis and numeracy skills with proven ability to evaluate, analyse and present data
- Exceptional communication skills and a proven ability to negotiate and deal with conflict
- Practical & proactive approach to problem solving and continuous process improvement
- Ability to build effective relationships in a cross-functional team environment
- Highly organised individual, who is comfortable working with ambiguity and change
- Ability to work under pressure

Qualifications & Experience Required:

Fluent Italian & fluent English essential

- Masters/Bachelors degree ideally, however applicants with 2 years + relevant experience in this area will also be considered
- Post graduate qualification in CPIM, IBF, CIMA or CAT.
- Advanced Excel
- SAP experience preferable

If you are a team player and like working in a fast moving dynamic environment

Benefits:

VHI
Shares

Staff discount
Gym
Canteen
Parking
Life Assurance
Pension
Relocation Package
Sports & Social

Location	Cork
Payment	Negotiable d.o.e.
Category	Call-Centre / Customer Service, Multi-lingual, Warehouse / Logistics / Shipping.
Terms	Permanent, Full-time
Last updated	27/04/2012
Contact	Karen Reen

Channel Support Account Manager – German

Temporary & Permanent positions available
EMEIA Reseller Operations

Overview:

Opportunities have arisen within the Reseller Operations Team in the EMEIA Region. These roles will suit candidates with excellent analytical & forecasting capabilities.

Key Responsibilities:

- Develop collaborative agreed run –rate/demand plan for Apple Premium Partners by analyzing partner sales data, demand forecasts, and inventory data weekly to derive a clear demand statement to ensure appropriate stocking levels.
- Monitor the order backlog to ensure it reflects Partners true requirements and mitigate the risk of inventory exposure
- In product constraint situations, manage partner expectations in regards to supply, and work with all stake holders to define and execute a plan to balance supply across all accounts
- Ensure we do not exceed inventory targets, justify cases where this might be required
- Work Collaboratively with Sales to gain intelligence on deals, promotions and new store openings and all events that will impact the normal RR
- Work Collaboratively with Demand Forecast Analysts to improve forecast accuracy
- Investigate if supply is not meeting customer expectations and proactively investigate solutions to ensure agreed run rate is met
- Report weekly results to key stakeholders, to measure performance against KPI

Skills & Competencies Required;

- Data analysis and numeracy skills with proven ability to evaluate, analyse and present data
- Practical & proactive approach to problem solving and continuous process improvement
- Ability to build effective relationships in a cross-functional team environment, excellent communication skills are necessary
- Ability to work under pressure

Qualifications & Experience Required:

1. Business, Science, Engineering, Maths, Supply Chain or Finance Qualification, Degree qualified distinct advantage.
2. Advanced Excel
3. Three plus years in a similar supply chain, demand/supply planning or sales operations role
4. Fluent English essential & German essential

Location	Cork
Payment	Negotiable d.o.e.
Category	Accountancy / Finance, Multi-lingual, Warehouse / Logistics / Shipping.
Terms	Permanent, Contract / Temporary, Full-time
Last updated	27/04/2012
Contact	Karen Reen

Project Manager – AppleCare

Business Process Re-engineering (BPR) Europe

The successful candidate will be responsible for managing the day-to-day operational and tactical aspects of multiple, large scale projects at regional or global level for AppleCare in Europe. This individual will effectively apply BPR project management methodologies, while being responsible for the overall direction, coordination, implementation, execution, control and completion of specific projects, ensuring consistency with AppleCare business strategy, commitments and goals.

This role will involve the successful Project Manager planning, executing, and finalizing projects according to strict deadlines and within budget, while acquiring resources and coordinating the efforts of team members and third-party contractors/consultants in order to deliver projects according to plan.

Essential Duties and Responsibilities:

- Direct and manage project activities from project inception to final implementation and review.
- Define and document project scope, goals, objectives and deliverables that support business goals in collaboration with IT, stakeholders, business leaders and senior management.
- Develop the required project documentation throughout the lifecycle of the project, according to BPR project standards and methodologies.
- Effectively communicate all elements of project expectations and project status to team members and stakeholders in a timely and clear fashion.
- Set and continually manage project expectations with team members and other stakeholders.
- Determine and assess need for resources to guarantee project success and justify/implement the necessary elements to ensure success throughout the entire project lifecycle.
- Prioritize and delegate tasks and responsibilities to appropriate personnel and team members
- Identify and resolve issues and conflicts as they arise across all elements of the project.
- Identify and manage project dependencies and key critical path elements.
- Plan, schedule and track project timelines, milestones and deliverables using appropriate tools.
- Proactively manage changes in project scope, success criteria and business objectives throughout the lifecycle of the project, devising contingency and recovery plans while effectively disseminating these plans to interested parties.
- Coach, mentor, motivate and supervise project team members and contractors, and influence them to take positive action and accountability for their assigned work.
- Build, develop, and grow any business relationships vital to the success of the project.
- Conduct project post mortems and create a recommendations report in order to identify successful/unsuccessful project elements and lessons learned.
- Develop best practices and tools for project execution and management
- Develop comprehensive risk management plans containing effective mitigation plans to minimize business exposure and risk across all elements of the projects.
- Develop and implement comprehensive quality assurance plans in accordance with BPR standards and methodologies to guarantee success as measured by project expectations, regional goals and customer satisfaction.
- Act as a liaison between the Business and IT departments to ensure business project needs are adequately met with technology solutions.

Experience:

- Min 3-5 years Project Management experience with extensive knowledge of project management methodology.
- Min 3-5 years experience managing Business Process design or Re-engineering activities.
- Call Center and/or Supply chain and/or Logistics and/or Service/Repair operations an

advantage.

- Technology consulting background an advantage.
- Can demonstrate excellent track record in effective leadership with strong background in people management, strategic planning, risk and change management.
- Has extensive proven knowledge of both theoretical and practical aspects of project management with considerable experience in multiple project management techniques and tools
- Has experience planning and managing medium (6-8 month) to large (8-12+ month) projects at global level.
- Proven ability to manage to aggressive deadlines and meet resource and cost constraints.
- Proficient at managing multiple high priority efforts simultaneously.
- Excellent listening, communication, leadership and presentation skills.
- Excellent relationship building and management skills
- Ability to develop new strategies and options for new projects.
- Excellent organizational and documentation skills with strong attention to detail.
- Proficient in business process flow diagramming.
- Proven ability to facilitate brainstorming sessions to gather requirements and proven track record in performing robust business process analysis and solution recommendations.

Qualifications:

- Third level qualification to degree level

Benefits:

VHI
Shares
Staff discount
Gym
Canteen
Parking
Life Assurance
Pension
Relocation Package
Sports & Social

Location	Cork
Payment	Negotiable d.o.e.
Category	IT / Programming, Manufacturing / Engineering.
Terms	Permanent, Full-time
Last updated	27/04/2012
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