



འབྲུག་གློག་མེ་ལས་འཛིན། Bhutan Power Corporation Limited

(An ISO 9001:2015, ISO 14001:2015 & OHSAS 18001:2007 Certified Company)

Registered Office, Thimphu

Human Resources & Corporate Services

Human Resources & Administration Department

Thimphu: Bhutan



BPC/HRA/HR-01/2020/ 980

19
June 18, 2020

INTERNAL VACANCY ANNOUNCEMENT

HRAD is pleased to invite applications for the post of Manager, SUIT, Information & Communication Department, Strategy and Technology Services, Thimphu. The details of the post are as follows:

A. Job Responsibilities:

1. Plan, review and implement new developments and enhancement of all new business processes of the company in various SAP ERP/ISU modules.
2. Plan, review and integrate SAP ERP/ISU with the third party software and other mobile app integrations.
3. Support the functional leads of all SAP ERP/ISU modules in technical and business processes aspects.
4. Coordinate with all the departments in adoption of various business processes in SAP ERP/ISU system.
5. Render technical and functional supports/decisions related to SAP ERP/ISU system to all the departments to accomplish the departmental targets.
6. Focal person for all data and information related to all modules of SAP ERP/ISU system
7. Focal person of SAP ERP/ISU for BPC and coordinate with DHI and DHI owned companies in SAP Roadmap technologies and sustainability of the system.
8. Review and implement the up-gradation of the existing SAP ERP/ISU system in line with the SAP Roadmap technologies in coordination with Thimphu TechPark Limited.
9. Support train and coordinate all the end users of BPC for all SAP ERP/ISU modules.
10. Recognize, nurture and develop potentials and capacities of functional leads.
11. Support BPC management in adoption of Management Information Systems for all the reports from SAP ERP/ISU system.
12. Optimization and judicious usage of allocated budget, assets and inventories of Systems Utilization & Implementation Team.
13. Identify risks associated with the Systems Utilization & Implementation Team and incorporate effective contingency.
14. Responsible for all audit issues related to Systems Utilization & Implementation Team.
15. Ensure to keep the SAP ERP/ISU system up and running all the times.
16. Any other tasks assigned by GM, ICD.

B. Qualification

Minimum of Diploma in Engineering.

