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# Example of Master Data Job Description

Our company is searching for experienced candidates for the position of master data. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for master data

* Material master maintenance in SAP
* Work with cross-functional departments, business interfaces, and interdependencies
* Create metrics and/or reports for tracking, monitoring and analyzing Master Data
* Train others on correct Master Data database-related procedures
* Analyze ways to uncover system errors, and take steps to correct errors and/or omissions (e.g., duplicates, missing information, units of measure)
* Ensure corporate Master Data procedures and guidelines are followed
* Produce and/or manage implementation plans defining scope of project, resource assignments, and timelines
* Facilitate the data load and syndication
* Support data cleansing efforts, validations, and testing cycles
* Develop MDM quality metrics and measurements

## Qualifications for master data

* Graduated with an engineering degree, preferably in information technology, you have more than 5 years of experience in IS&T architecture
* Background in IT or R&D environment
* Quick learner of processes, systems and documents
* Ability to provide operational support and autonomously address enquires from countries
* Good knowledge of MS Office package, especially Power Point and Word
* Technical background in electrical engineering is a plus