Our innovative and growing company is looking to fill the role of internal client services. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for internal client services

- Delivering inductions when required
- Developing and maintaining own technical skills to ensure delivery is on-point and in line with new technology and the standards the delivery team adhere to
- Working with the Content Team and our Key Stakeholders to develop material which is on-brand, tracked for revisions and changes, maintained on our portal supporting blended learning approaches and engaging training methodologies for delivery
- Supporting the South West and Wales Clients & Markets Lead in developing and implementing regional strategies
- Working closely with the leadership team to provide guidance and advise on best practice relationship management and business development
- Collaborating with marketing resources to enable optimal brand positioning and consistency
- Assisting Partners and senior leadership team with bid preparations
- Reporting on local market intelligence, including competitor activity and local growth industry areas
- Manage, or support the management and delivery of strategic HR calendar and non-calendar HR projects and activities
- Consult with and manage stakeholders, providing guidance on HR matters aligned to the project

- Experience in administering a LAMP-based server
- Ability to learn and be open to new perspectives
- Advanced user of Microsoft programs (Word, Excel, Power Point)
- Participation in all phases of SAP implementation projects in FI area
- Support of SAP FI-GL, FI-AR, FI-AP, FI-TR modules according to User Requests and Incident Management processes
- Participation in the development of the same functionality according to Change Management processes