

Systems Specialist

Job Description

Systems Specialist

At Capital One, we march to a different beat! While we may be a top-10 bank by deposits, we operate and innovate with the vigor of a start-up. With thousands of employees, we never lose anyone in the shuffle, but celebrate individuals with respect and exceptional benefits. And we don't just fill positions, but recruit the best and the brightest people that know how to set industry trends and wow consumers.

Capital One has celebrated milestones, including:

- Top-10 bank by deposits
- 148 on the Fortune 500
- 1,000 bank branches
- 2,200 ATM locations
- More than 31,500 associates globally
- 50 million customer accounts

We're excited to be growing and hiring across the country to build the next generation on sound practices and values so that our philosophy can transcend into our products and services. We hope you join our tremendous team that has helped changed our industry for the better.

Keeping the ball rolling is your forte. And it just so happens to be the strength of the Capital One Enterprise Supplier Management team, too.

If you're a bright and organized individual, then we'd love to welcome you to a fast-paced team of innovators that know how to get the job done. And at one of the "100 Best Companies to Work For," you'll continue to grow and be challenged in the place you've been looking for all along. We hope you join us today.

Capital One is seeking an associate to contribute to development of the Enterprise Supplier Management technology platform strategy and associated implementation. This role provides the opportunity to manage technical and business aspects of critical systems and processes. The individual will partner closely with the business process owners, platform experts and corporate IT on development, execution, monitoring, and refinement of the ESM technology program. Assist business with production support issues that impact day to day operations.

Responsibilities include:

- Providing thought leadership in the data infrastructure and technology platform space for ESM
- Drive the development and implementation of digital workflow tools
- Supporting the day to day implementation of ESM's Source-to-Pay technology strategy
- Identifying analytic and strategic technology needs, developing solutions, and coordinating their execution.
- Management, triage, and resolution facilitation of data and system issues
- Develop subject matter expertise on Salesforce and Coupa systems, including documentation of metadata and process workflow data

You should have:

- Strong quantitative /analytical skills, strong innovation, problem solving and conceptual thinking abilities.
- Strong project management skills, ability to influence cross-functionally in a rapidly evolving business environment while managing multiple/concurrent projects.
- Strong communication and leadership skills, with previous management/supervisory experience.
- Collaborative partnership skills for working with various points of contact and teams in the department.
- Ability to help influence & guide management to achieve end-state process needs.

Basic Qualifications:

- Bachelor's Degree or military experience
- At least 2 years of experience conducting data analysis.
- Proficient in MS Excel and Access.

Preferred Qualifications:

- 3 years of experience with data architecture, or 3 years of experience with data warehouses,
- 3 years of experience with business objects, or 3 years of experience with business intelligence tools.

At this time, Capital One will not sponsor a new applicant for employment authorization for this position.

No agencies please. Capital One is an Equal Opportunity Employer committed to diversity in the workplace. All qualified applicants will receive consideration for employment without regard to gender, race, color, age, national origin, religion, disability, genetic information, marital status, sexual orientation, gender identity/assignment, citizenship, pregnancy or maternity, protected veteran status, or any other status protected by applicable national, federal, state or local law Capital One promotes a drug-free workplace. Capital One will consider for employment qualified applicants with a criminal history in a manner consistent with the requirements of applicable laws regarding criminal background inquiries, including, to the extent applicable, Article 23-A of the New York Correction Law; San Francisco, California Police Code Article 49, Sections 4901-4920; Newark, New Jersey Ordinance 12-1630; and other applicable federal, state, and local laws and regulations regarding criminal background inquiries.

If you require an accommodation to apply for a job or to perform a job, please contact Capital One Recruiting at 1-800-304-9102 or RecruitingAccommodation@capitalone.com.

All information you provide will be kept confidential and will be used only to the extent required to provide needed reasonable accommodations.

For technical support or questions about Capital One's recruiting process, please send an email to Careers@capitalone.com

Capital One does not provide, endorse nor guarantee and is not liable for third-party products, services, educational tools or other information available through this site.

Capital One Financial is made up of several different entities. Please note that any position posted in Canada is for Capital One Canada, any position posted in the United Kingdom is for Capital One Europe and any position posted in the Philippines is for Capital One Philippines Service Corp. (COPSSC).

Internal: Systems Specialist**Job Details**

Job Requisition ID: RT796711

Location: West Creek 2 (12072)

Posting Date: 04/10/2016 - 2 months ago

Job Family: Tech Ops and Infrastructure

Time Type: Full time

Job Type: Regular

Supervisory Organization: Workplace Solutions & Enterprise Supplier Management (Christopher Barker (129265) (Inherited))

Recruiter

Mark Welter (429893)[C]

Hiring Manager

Michael Wilson (130646)