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solution.
Be Bayer.

At Bayer we're visionaries, driven to solve the world's toughest challenges and striving for a world where 'Health for all, Hunger for none' is no longer a dream, but a real possibility. We're doing it with energy, curiosity, and sheer dedication, always learning from unique perspectives of those around us, expanding our thinking, growing our capabilities, and redefining 'impossible'. There are so many reasons to join us. But if you're hungry to build a varied and meaningful career in a community of brilliant and diverse minds to make a real difference, there's only one choice.

Crop Science - SAP Production Administrator (JO-2208-436)

Role Purpose

This role is responsible for executing and managing all SAP activities related to commercial maize seed production in Malawi, ensuring compliance with all SAP processes and procedures. The role also supports procurement activities including compliance with SAP processes, timely processing of production process order creation and closure, procurement activities in SAP, and supporting the plant controller on SAP and site related internal control activities.

Key Responsibilities and Tasks

- // Promote effective master data set up for the processing plant.
- // Real time process order creation for all seed processed in Malawi.
- // Closely collaborate with Supply Chain and Production teams for SAP transaction processing.
- // Effective and timely purchase requisition creation for entire site.
- // Liaison with Global Pay for invoice processing.
- // Support site invoice processing.
- // Ensure timely creation and issuing of consumable, spares and services purchase orders.

- // Ensure compliance around P2P process for product supply.
- // Participate on monthly stock counts for product supply.
- // Support capital projects invoice and payments processing.
- // Support cash deposits processing.
- // Safety and internal control compliance.

Qualifications, Skills and Competencies

- // An undergraduate degree in accounting.
- // A minimum of 3 years' experience in similar roles.
- // Practical experience working with SAP accounts payable, materials management, production planning, costing and general ledger modules
- // A high degree of proficiency with Excel
- // Good communication and relationship skills.
- // Ability to work independently with minimum supervision.
- // Strong attention to detail.
- // Results orientated.

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Application period:

8 August 2022 - 29 August 2022

Employment type:

Permanent

Grading:

E12

Location:

Lilongwe, Malawi.

Contact us

Telephone +27 11 921 5700

//////////////////// Science for a better Life

Bayer welcomes applications from all individuals, regardless of race, national origin, gender, age, physical characteristics, social origin, disability, union membership, religion, family status, pregnancy, sexual orientation, gender identity, gender expression or any unlawful criterion under applicable law. We are committed to treating all applicants fairly and avoiding discrimination.