

System Project Management and Digital Transformation

About Albea & the Product line that is recruiting

Albéa is a world leader in beauty, personal care, oral care, pharmaceutical and food packaging. Albéa Gennevilliers is home to our global headquarters.

Scope

Strategic project covering multiple dimensions relating to the product and the control of associated data: Product structuring (Product Breakdown structure); Data model (master data and slave data / data characteristics and attributes); Mapping of information systems and data flow between systems; Data configuration management / change management / obsolescence management; Optimization of lead times and the robustness of feasibility.

Main activities

As part of the internship, in collaboration with dedicated project team, you:

- Participate actively in the realization of the actions planned within the framework of two projects: Proteus & BOM
- Contribute to the production, in accordance with the schedule and at the right level of quality of the deliverables at each stage (design, build, test, training, go live).
- Carry out own actions (collection of information, interviews, data analysis, proposal of areas for improvement, formalization of processes, flow mapping, etc.).
- Co-facilitate workshops and work meetings with Asia, Europe, and North America business teams.
- Participate/prepare supporting documents for workshops, meeting minutes and training materials.
- Manage the compilation of data (extraction of data from existing systems, mass processing via Excel and configuration).
- Participate in the definition and implementation of data governance.
- Contribute to the change management of business teams on new digital tools.
- Participate in project governance: project review meetings, Steering committee, and project newsletter.

Accountability including KPIs

- Guarantee the quality deliverable
- Ensure the project is meeting requirements
- Be accountable for data analysis

Profile (Experience & qualifications)

Profile and skills expected:

- Engineering degree and/or Scientific Bac+5 obtained or in the process of being obtained.
- Fluent English (written and oral): all supporting documents are written in English. 50% of the mission is in English and 50% in French.
- Mastery of the office pack (Excel, Power Point, Teams).
- Practice of Excel in advanced mode as well as Power BI would be a real plus.
- Appetence in the mentioned areas of the project.
- Rigorous, autonomous, curious.
- Ability to integrate complex issues.
- Ease of communication with the various functions and departments of the company.

FUNCTION

Information Systems

LOCATION

Gennevilliers (92)

APPLICATION EMAIL ADRESS

jobs.gennevilliers@albea-group.com

TYPE OF CONTRACT

Intern/Apprentice

DESCRIPTION

Responsible for strategic project covering multiple dimensions relating to the product and the control of associated data