

Job Description – Business Analyst (Procurement & Supply Chain)

Company Description: Ethos Canada GCS is a boutique supply chain solutions provider for firms in various industries, ranging from steel manufacturing to automotive sector. We are at the initial stages of our operations in Moscow and are hiring for Business Analysts to join our start-up. Ethos works with small to medium scale client enterprises in North America, Europe and Asia and strives to provide cutting-edge analysis as well as implementation of transformational projects in the domain of supply chain. Currently our major client is a Tier-1 automotive company with presence in Canada and Europe and the hiring notice is for Procurement Support for this client.

Candidate Profile: We are looking for a driven, diligent, and quantitative-minded Business Analyst to support us in delivering Procurement related projects. The ideal candidate will have excellent problem-solving skills, quantitative aptitude and will play a supporting role for client's Procurement function. We are looking for a self-starter with analytical and presentation skills, excellent communication and interpersonal skills and can work with individuals and teams. You would be required to be actively involved in Business development initiatives. Ideal candidate should have hands on experience in using MS Excel and MS Powerpoint.

What we offer: In addition to agreed financial compensation, Ethos Consulting will offer you the opportunity to work with international clients on strategic projects. Since we are a start-up in growth stage, you will have unlimited opportunity for learning and career growth. Working with us you will have hands-on experience of working with manufacturing sector in a client facing role.

Responsibilities:

- Analyst will be required to carry out primary and secondary research in Supply chain and Procurement domain
- Analysis of clients' procurement data to gather insights and create presentations for client reviews
- Project management of clients' supply chain transformation projects
- Communicate with clients and clients' business partners in different time zones across the globe
- Supplier Management and Supplier Development on behalf of the client
- The job requires the Analyst to dedicate 40 hours per week, spread over 5 weekdays and as per client's work hours

Qualifications:

- Have 1-3 years of experience in automotive or other manufacturing industry in the area of procurement
- Candidates with previous experience in consulting companies are also welcome
- Must have exceptional analytical and quantitative problem-solving skills
- Ability to work effectively with people at all levels in an organization
- Willingness to work long/flexible hours, as and when required
- Ability to work collaboratively in an online environment and multi-task on various client projects
- Ability to communicate complex ideas effectively – both verbally and in writing – in English. Working knowledge of foreign language like Mandarin would be a plus
- Proficiency in using MS Excel and MS PowerPoint.

Education and Experience:

- Undergraduate or master's degree in the area of Business, Economics or Mathematics is desirable
- Candidate should have experience in automotive manufacturing industry,
- Candidates will be required to participate in business cases study competition provided by Ethos and selection will be based on performance in the case study.