

10409184

Assistant for NormMaster and Standardisation Management (f/m)

NormMaster is a Standards Information and Management System (web application, based on an Oracle database) developed by T-Systems which is used by Airbus worldwide but also by many other Airbus entities (incl. subsidiaries) and suppliers worldwide since the year 2000. From 2018 onwards, Airbus has harmonized the standards management in order to have only one NormMaster installation for the whole group. This installation will be administrated and managed by Engineering Data Management in Manching.

Your responsibilities:

- Define and implement the roadmap to "NormMaster as one tool for Airbus"
- Define, implement, upgrade and train new NormMaster functions like Supplier Portal, Document Workflow, etc
- Continuous improvement of the NormMaster installation, service and application in close cooperation with the internal IT departments and the tool provider T-Systems
- Maintenance and update of the standards Information System, NormMaster (incorporation of new documents, handling/storage of document files, processing of amendment Services)
- Support of the users of NormMaster (processing of document orders incl. procurement of documents from external sources, management of user accounts, preparation of training material, performance of trainings, etc)

Your profile:

- Final degree in computer sciences (BA)
- Over 2 years of professional experience with change management and project management
- Experience in aircraft, preferred Airbus, industry is needed
- Experience in Project Management of Improvement Projects (Driver, etc.) is needed
- Detailed knowledge MS-Office
- Experience with NormMaster and MS-SQL is necessary
- Knowledge of export control and copyright regulations is needed
- Fluent English and versed German
- Good communication, presentation and training skills
- Experience in international teams

Location: Manching

What to expect from us:

- A permanent contract of employment
- Fair and performance-linked wages
- Additional social benefits, vacation and Christmas bonus
- 30 days of vacation p.a.
- Cordial cooperation in a great team with personal contacts

We are looking forward to your application. Please refer to the reference number of the job description. Thank you. Please send your application to bewerber@scengineering.de

For further questions please contact Ulrike Kogel (08442-67932-15).