Master Data Operations Officer

Description

Introduction to the job

Do you like being a Master Data Operations Officer in a complex and dynamic business environment? Are you challenged by operating in a complex environment striving for the highest possible quality and the shortest possible lead time. If so, this might be the right opportunity for you!

Role and responsibilities

ASML strives to become 'best-in-class' in Operational Excellence. As a Master Data Operations Officer, you are responsible for securing complete, correct and consistent material and Bill of Material (BOM) master data in the ASML ERP system to enable ASML's global operational activities. This is pivotal for ASML to achieve their mission.

To give a better idea of the content of the position, here are some of the tasks of a Master Data Operations Officer:

- Validate and execute Engineering Changes into ASML's ERP system according to D&E Guidelines, Configuration Management II principles, ASML Master Data Management Rules.
- Facilitate first time right introduction of Engineering Changes into ASML's ERP system, by supporting and advising EC project team members.
- Supporting D&E project teams in Impact Assessment activities or by executing the Impact Assessment, based on CMII principles and ASML business rules.
- Sign-off for data quality in global EC process.
- Secure correct and on time pre-checks to support the worldwide MRP run schedule
- Create and maintain correct worldwide material master and BOM master data in the ERP system worldwide.
- Prepare & perform data cleansing activities
- Execute master data changes based on data quality reports.
- Define and maintain worldwide master data guidelines and work instructions for maintenance of material master and BOM master data.
- Execute Mass Transactions on product, location and/or finance related data as per standardized instruction
- Administrator and support role for ASML EC process workflow tools
- Secure correct and on time pre-checks on discontinuation errors to support the worldwide MRP run schedule
- Defines, measures and reports out metrics and KPI's to management and to Daily Kaizen boards.
- Initiate and drive data quality improvements and process improvements.
- Communicates with and assists internal customers (and colleagues) on an operational level with activities in own expertise area and responds to internal customer needs, advises on 'technical'/ content subjects, based on procedures

Hiring organization
Candidate-1st

Employment Type
Full-time

Beginning of employment
asap

Job Location
Veldhoven, Building 41, Netherlands

Working Hours
40

Base Salary
euro USD 40K - 74K *

Date posted
May 18, 2024

- Be involved in embedding improvements delivered from MDM@ASML roadmap on operational level
- Create & maintain work instructions & procedures and align this with global peers / stakeholders.
- Support business users in executing master data creation and updates per request

Education and experience

- Bachelors or masters degree in Industrial Engineering, Business Administration, Information Technology or related fields
- Excellent professional communication in English
- Knowledge of (master) data management
- MS office (Excel/Access/PowerPoint)
- SAP applications is pre
- Knowledge of Lean Six Sigma is pre
- Experience in Change Management / Configuration Management (CMII) is a pre
- Experience in reporting is a pre

Skills

ASML is an Equal Opportunity Employer that values and respects the importance of a diverse and inclusive workforce. It is the policy of the company to recruit, hire, train and promote persons in all job titles without regard to race, color, religion, sex, age, national origin, veteran status, disability, sexual orientation, or gender identity. We recognize that diversity and inclusion is a driving force in the success of our company.

- Result driven
- Good communication skills
- Hands on mentality
- Team player
- Analytical
- Pro-active attitude, drive for improvement

Other information

Job Benefits

 USD 40K – 74K *