

Argentina Jobs Expertini®

Business Process Analyst

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Company: Ecolab

Location: Buenos Aires

Category: business-and-financial-operations

JOB DESCRIPTION

The GBS Process Excellence Center of Expertise (PEXCOE) is seeking a **Business Process Analyst** responsible for technical system support and maintenance for Ecolab's Blackline accounting system, which supports manual journal entry and account reconciliation activities globally. This role is also responsible for maintaining SOX controls and performing system audits and compliance reviews. Additionally, this role will respond to support requests and other ad hoc activities from local and international finance teams.

This position is based in Buenos Aires and reports to the GBS PEXCOE Process Digitization Manager.

What You Will Do:

Work directly with global finance teams to support activities within Blackline system

Maintain, schedule, and perform all key SOX and system audits ensuring strong internal controls

Maintain process documentation to reflect current admin activities across system scope

Support Blackline account reconciliation and manual journal entry module maintenance

Produce accurate, timely and insightful business information and analytics

Monitor and maintain user licensing requests and setup new users

Support new entity onboarding activities in partnership with global process owners

Maintain strong relationship with software partners keeping current on upcoming maintenance schedules, functionality, and new offerings

GRC finance role owner, reviewing role conflicts and provide recommendations

Basic Qualifications:

Bachelor's degree in Business, Information Technology or related field

2 years of Business, Information Technology, or relevant experience

Strong systems, analytical and organizational skills

Excellent communication skills, both verbal and written

High attention to detail and the ability to work independently

Strong problem-solving and critical thinking skills in a fast-paced environment

Ability to partner with multiple levels of stakeholders

Preferred Qualifications:

Experience working with global RTR teams

Demonstrated ability to work well with people from different disciplines with varying degrees of technical expertise

Ability to drive change and standardize process and procedure

Ability to navigate matrix organizations

Strong technology and financial acumen

Excellent technical support skills and enthusiasm to continue to develop them

Our Commitment to Diversity and Inclusion

Ecolab is committed to fair and equal treatment of associates and applicants and furthering the principles of Equal Opportunity to Employment. Our goal is to fully utilize minority, female, and disabled individuals at all levels of the workforce. We will recruit, hire, promote,

transfer and provide opportunities for advancement based on individual qualifications and job performance. In all matters affecting employment, compensation, benefits, working conditions, and opportunities for advancement, Ecolab will not discriminate against any associate or applicant for employment because of race, religion, color, creed, national origin, citizenship status, sex, sexual orientation, gender identity and expressions, genetic information, marital status, age, or disability.

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