SOANE

Job Title: Business Systems Manager   Location: Leicester, LE4 - Hybrid

Department: Finance & Operations   Position Reports to: Business Change Manager

Company Overview:

With an uncompromising commitment to British manufacturing, Soane Britain's mission is to design and make enduring and life-enhancing furniture, lighting, fabrics and wallpapers through collaborations with a network of the finest craftspeople in Britain. Soane combines responsibly sourced, high quality materials and superb workmanship to ensure our designs endure for generations.

Our talented team is based in offices and workshops in Leicester and the West Country and showrooms in London and New York. For more information, please visit www.soane.com or join our social media platforms Pinterest and Instagram.

Purpose of the Position:

The Business Systems Manager is responsible for supporting the implementation, configuration, and maintenance of IT systems and infrastructure critical to business operations. This role will play a pivotal part in key projects, including the deployment of warehouse technologies and ERP systems, ensuring seamless integration of hardware and software solutions.

This role will also focus on technical setup, report creation, and system optimisation to support operational efficiency and drive continuous improvement across the organisation. By providing technical expertise and proactive problem-solving this role will support the successful delivery of technology-driven projects.

Your role is within the Business Change team, working alongside the Business Change Analyst and reporting to the Business Change Manager in a team of three.

Duties and Responsibilities:

- Lead the IT aspect of a WMS implementation to ensure smooth implementation of software solution and hardware deployment for Soane's fabric and wallpaper business
- Oversee installation and configuration of IT hardware including PCs, printers, barcode scanners and other related devices in line with building layout, ensuring optimal placement for operational efficiency.
- Collaborate with software vendors and internal teams to integrate new software solutions with existing IT infrastructure.
- Conduct thorough testing of hardware and software systems to ensure compatibility and reliability.
- Play a key role in technical setup and configuration of new ERP system – SAP Business One with BEAS manufacturing, ensuring it aligns with business requirements.
- Design and create custom reports, document layouts, and templates to support operational needs.
- Manage and configure system settings, users' permissions and integration of SAP Business One with other software
- Evaluate IT systems post-implementation to identify opportunities for enhancement.
- Use data skills to get important information from existing systems via running SQL queries, perform mass updates and build and maintain reports to provide business insight
- Resolve issues with BAU activities involving systems which will include user set up, management of software licenses, systems administration as well as ensuring that Soane's cloud based BI software is appropriately set up for the users.
- Be a key point of contact for Soane's external IT company, ensuring any key issues such as servers and printers are dealt with in a timely manner with minimal business disruption.
- Work with the Business Change Manager on any new technologies that may support Soane in achieving its business objectives.

Qualifications for the Position:

- A minimum of five years' experience in a software administration / management role
- Proficiency in SQL, Power Query, DAX, and other data modelling. Ideally, experience with BI tools such as Power BI to produce / maintain data visualizations.
- Ability to interrogate large data sets and use data skills to find the most efficient way to produce desired output
- Demonstrable experience of managing software including ERP and WMS systems and working with end users and third parties to implement business improvements.
- Experience with SAP Business One and / or Boyum BEAS manufacturing would be a distinct advantage

- Proficiency in tools or software required for designing and creating document layouts, such as ERP reporting tools (e.g. Crystal reports, SQL-based reporting systems) or other platforms
- Advanced O365 skills.
- Self-motivated, with a willingness to work independently as well as the ability to communicate effectively with stakeholders at all levels of the company.
- Educated to degree level in a relevant field.
- Desirable: Experience in SharePoint and other Microsoft products / new technologies that Soane may wish to implement would also be an advantage.

This is a hybrid role based in Leicester, with a minimum requirement to work from our Leicester office 3-days per week.

For details of Soane's benefits, including long term service benefits, please refer to the current Benefits Sheet.