Digital Technology Internship Placement

Employer Information:

Placement Information

Job Title:	**Data/Systems Integration Project** **Reference: 27095Z**
Business Overview	The company is a UK based family run manufacturer of food packaging machinery commonly found in farm shops, bakeries, butchers, and many other food preparation businesses around the world. They also provide a complete packaging solution for their customers by stocking a wide range of food trays, film, and disks to accompany their machinery range.
Location:	Whalley, Lancs, BB7 9SE
Number of posts:	ONE
Job Description:	The company are looking to move to specific cloud based systems that are targeted at financial management, inventory management and a CRM – all of which can integrate with each other. Moving from one system into 3 will require significant project management, and notable data transfer. We want to minimise business disruption and support continued day to day tasks for staff, whilst also completing the necessary transfer into the new systems. An intern would be invaluable in supporting the project management and significant data transfer required. The inventory management software requires exporting data from Sage and using CSV files to import into 'Unleashed'. Given that all our customers, suppliers, products and stock figures will need to be transferred, this process will be time consuming and needs to be accurate.

	Proposed Work Plan: **Mid-November 2021 to End-November 2021** 'Unleashed' offer a managed onboarding package which enables us to set up and successfully go live. We will be assigned a dedicated Customer Success Consultant to support us throughout our onboarding phase. Our consultant will advise on our settings, data imports, native integrations, process testing and everything we need before we "go live". We would like the intern to help us work through the different stages of setup, as well as supporting us with testing our workflows and reviewing our business processes and requirements alongside the Customer Success Consultant. **1 – 23 December 2021** As Unleashed does not have a direct integration with Sage, all our data will need to be migrated using CSV files. This will help us to set up our system faster and streamline the transition from an older system. The data to be imported includes the following: • Customers (including Delivery Addresses, Customer Contacts, and Customer Pricing) • Suppliers • Products (including Stock on Hand, Serial Numbers, Batch Numbers, Product Suppliers, Inventory Details, and Product Attributes) • Stock Counts • Purchase Orders* • Stock Revaluation • Assemblies • Bill of Materials • Sales Quotes • Sales Orders* • Markup Prices • Warehouse Transfers * Historical data is not included for purchases or sales. We would like the intern to be heavily involved in the data migration as this is the most time-consuming aspect of transferring to the new system. Until this task is completed the system cannot go live. **January 2022** The plan is to go live with Unleashed on Tuesday 4th January 2022, when we return after the Christmas closure. We would like the intern to continue to assist with their support whilst the software is in its early stages, to help us identify any gaps in data and suggest resolutions for its migration. The intern will receive support from the team leading on the programme switch. Progress will be supported and monitored regularly to ensure the intern has all the information they require to assist us with the process.
Expected areas of knowledge:	• Communication Skills (The intern will need to communicate internally with all team members as well as externally with all the software vendors and IT service companies) • Ability to plan and project manage an IT project • knowledge in IT Architecture and device integration • knowledge of data migration process and ability to follow software/hardware vendor instructions regarding data migration • ability to explain technical features and usability instructions to non-technical audience • proactive approach

	• ability to prioritise tasks • responsible and accountable for all aspects of data migration and device integration project • knowledge of Finance data, Stock data and CRM data with the respective software packages is desirable
Salary:	£12.00 p/h (£5,760 per placement)
How to apply:	By e.mail to Amanda Lyons, Made Smarter DTI Placement Manager at: **amanda.lyons@growthco.uk**
Placement Start Date:	November 2021
Duration of Placement:	480 Hours on a full-time, part-time, or flexible schedule
Additional Info:	You will be required to register your interest in a Digital Technology Internship with Made Smarter on our website at: www.madesmarter.uk C.V's can be uploaded at the point of registration or forwarded directly. Your details will be stored to allow us to contact you for any future suitable opportunities.