SAP BUSINESS OBJECTS SYSTEM ADMINISTRATOR (TEMP TO HIRE)

Position Title:	SAP Business Objects System Administrator (Temp to Hire)
Senior Leadership Team Leaders:	Maribeth L. Minella, EVP & Corporate Counsel Rich Raymond, Chief Architect
Team Leader:	Rich Raymond, Chief Architect
Team Membership:	Development & Innovation
Location:	Exton, PA (Successful candidate will work in the Exton Office a minimum of three days a week; telecommuting opportunities are possible.)
Job Status:	Temporary-to-Hire; Full Time; Exempt
Supervisory Responsibilities:	None
Objective of the Position:	World Travel, Inc. seeks to add an experienced SAP Business Objects guru to its Development & Innovation team. This position is currently a temporary position that is expected to cover four to six months, possibly more, and possibly a permanent full-time position.
Job Summary:	World Travel, Inc. seeks a dynamic team player who can lead the company in its administration, use, maintenance, care, design and development of its SAP Business Objects environment. SAP Business Objects is one of the company's client-facing business intelligence and management reporting platforms. Delivering best in class, valid, accurate and meaningful reports is paramount to World Travel, Inc. and its internal and external customers. This position will commence as a temporary position with the potential for full time employment. This is an excellent opportunity for someone who wants to add to their SAP Business Objects experience and have an immediate impact.
Essential Functions:	• Demonstrates advanced knowledge of SAP Business Objects best practices and champions adherence to best practices when developing SAP Business Objects strategies • Provides technical leadership for projects related to SAP Business Objects and overall business intelligence to achieve business strategy and vision • Provides input to short- and long-term strategy on to how to achieve organizational goals and maximize business value of the SAP Business Objects

	• Leads process improvement efforts for SAP Business Objects using advanced continuous improvement tools and skills resulting in significant cost savings • Makes autonomous, timely decisions with direct business consequences using incomplete information and under tight deadlines and pressure • Provide input to the technical and strategic plans for Development & Innovation Team and Client Data Services Team
<u>Time Spent Performing Essential Functions (Generally):</u>	• 90% SAP Business Objects system administration, design maintenance, troubleshooting. • 10% Miscellaneous tasks related to Business Objects and data management and reporting.
<u>Competency and Position Requirements</u>	• Strong Knowledge of SAP Business Objects Architecture • Experience with SAP Business Objects installs and/or upgrades • SAP Business Objects capacity planning • Experience administering and configuring Tomcat • Knowledge of SAP Business Objects security architecture and administration • Experience administering, installing, configuring and troubleshooting SAP Business Objects 4.x Environments • Ability to design and implement business continuity/disaster recovery concepts • Strong analytical and problem resolution experience • Strong written and oral communications skills • General knowledge of LDAP and Active Directory
<u>Education and Experience Requirements</u>	• BS / BA in computer science or engineering, technical or business field • 3+ years of experience in SAP Business Objects administration activities
<u>Quality and Quantity Standards:</u>	A successful candidate will be evaluated on: • Ability to quickly grasp the company's use and design of SAP Business Objects. • Ability to quickly understand and apply data concepts unique to travel and travel management. • System processing efficiencies and uptime.

	• System integration with web-based and other applications developed by World Travel, Inc. • Ability to work with the company's Client Data Services Team, Infrastructure & Security Team, and Account Management team to deliver a robust, useful reporting application to internal and external customers.
<u>Physical Factors/Environment</u>:	Individuals are required to travel on a regular basis beyond their home office to prospective customer meeting locations as required. To maneuver around the office, individuals are required to walk on a level surface, periodically and as necessary, throughout the day.
<u>Working Conditions; Schedule</u>:	The work environment characteristics described herein are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. World Travel, Inc.'s offices are traditional corporate offices. For the most part, ambient room temperatures, lighting, and traditional office equipment are as found in a typical corporate office environment.
	This document describes typical duties and responsibilities and is not intended to limit management from assigning other work as is reasonable.