

Infosys Careers – Job Search – Vacancy For Operations Professional

Hiring organization
Infosys

Job Location

India

Remote work from: IN; US; AU; NZ; HK; JP; KZ; MY; SG; TW; TH; UZ; VN; AT; BY; BE; DK; FR; DE; GR; NL; RU; ES; CH; UK; GB; DZ; KW; MA; QA; SA; MX; AE; CA; GT; DO

Date posted
March 21, 2024

Valid through
31.12.2024

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Base Salary

USD 19 - USD 32

Qualifications

Graduate, Post Graduate

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Employment Type

Full-time

Description

Infosys Recruitment 2024

Are you a highly organized and detail-oriented individual with a passion for streamlining processes and driving efficiency? Do you thrive in a fast-paced environment and possess excellent communication and collaboration skills? If so, then a career in Operations at Infosys might be the perfect fit for you!

Infosys Jobs Near Me

Infosys is a global leader in next-generation digital services and consulting, helping businesses navigate their IT journeys and unlock the power of digital transformation. We offer a dynamic and collaborative work environment where you'll have the opportunity to learn from industry experts, work on cutting-edge projects, and make a real impact on the world.

Join Us and Shape the Future of Operations

In this Operations role at Infosys, you'll play a vital part in ensuring the smooth and efficient functioning of our internal processes. You'll work collaboratively with a diverse team to identify areas for improvement, implement operational excellence practices, and contribute to the continuous optimization of our workflows.

Job Summary

This is a remote-first position, allowing you to work from the comfort of your own home or a designated co-working space. You'll be responsible for a variety of tasks, including:

- Analyzing and optimizing operational processes
- Identifying and implementing process improvement initiatives
- Maintaining and managing operational documentation
- Collaborating with cross-functional teams to ensure seamless execution
- Monitoring key performance indicators (KPIs) and reporting on operational metrics
- Identifying and resolving operational issues

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Key Responsibilities

- Conduct detailed analysis of existing operational processes to identify areas for improvement and potential bottlenecks.
- Develop and implement innovative solutions to optimize workflows and enhance efficiency.
- Create and maintain clear and concise operational documentation, including process maps, flowcharts, and standard operating procedures (SOPs).
- Collaborate effectively with internal stakeholders across various departments to define operational requirements and ensure alignment with overall business goals.
- Leverage data analytics tools and techniques to track key performance indicators (KPIs) and generate insightful reports on operational performance.
- Identify and troubleshoot operational issues proactively, ensuring timely resolution and minimized disruption.
- Stay up-to-date on industry best practices and emerging trends in operations management.

Required Skills and Qualifications

- Bachelor's degree in Business Administration, Operations Management, Engineering, or a related field (or equivalent work experience).
- Minimum of 1 year (freshers can apply) of experience in an operational role, preferably in the IT or consulting industry.
- Strong analytical and problem-solving skills with the ability to identify and resolve operational challenges.
- Excellent communication and interpersonal skills, with the ability to collaborate effectively with diverse teams.
- Demonstrated proficiency in project management methodologies and process improvement frameworks (e.g., Six Sigma, Lean).
- Strong organizational and time management skills with the ability to prioritize tasks and meet deadlines.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint) and familiarity with data analysis tools (e.g., Tableau, Power BI) is a plus.

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Why Join Infosys?

At Infosys, we're committed to fostering a culture of innovation, learning, and growth. Here are just a few reasons why you'll love working with us:

- **Opportunity to make a real impact:** You'll play a vital role in shaping the future of Infosys by optimizing our operations and driving efficiency.
- **Work with the best:** Learn from industry experts and collaborate with a talented and diverse team.
- **Continuous learning and development:** We offer extensive training programs and opportunities to develop your skills and advance your career.
- **Competitive salary and benefits:** We offer a comprehensive benefits package that includes health insurance, paid time off, and retirement savings plans.
- **Remote-first work environment:** Enjoy the flexibility and convenience of working from home or a designated co-working space.
- **Positive and collaborative work culture:** We value teamwork, communication, and creating a supportive environment where everyone can thrive.

Application Process

To apply for this exciting opportunity, please submit your resume and cover letter online. We look forward to hearing from you!

Join Us and Make Your Mark at Infosys!

Infosys is a dynamic and growing company, and we're looking for talented and motivated individuals to join our team. If you're passionate about operations, have a knack for problem-solving, and thrive in a collaborative environment, then we encourage you to apply!

General Overview

This Operations role at Infosys offers a unique opportunity to contribute to the success of a global leader in IT services and consulting. You'll work on challenging and rewarding projects, collaborate with a talented team, and have the chance to make a real impact on the organization.

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