



## Application Specialist Posting

Since 1994 HRWARE has been a distributor of leading Human Resource Management Solution (HRMS) systems in Canada. Based in Brampton, Ontario, we have wide ranging HRMS technology experience and a broad spectrum of Human Capital Management expertise. Our sole focus is on Human Resources and Payroll. We have serviced some of the best know companies in Canada. Our corporate culture is one which strives for excellence in all that we do, with special attention paid to providing a superior level of customer service to the delight of our clients.

### The Position

HRWARE is looking for an Application Specialist who would work with the Sales team as a software application functional expert. Working in a highly professional and competitive environment, all activity and behaviour is focused on the best interest of both the client and the company.

### Key Responsibilities and Accountabilities

1. Develop and maintain an open attitude of continuous learning.
2. Understand, and adopt HRWARE's Client Management Lifecycle, with special attention to HRWARE's sales process and the role of the Application Specialist within this process.
3. Work within the structure of the HRWARE team to support the sales process.
4. Continually learn the functional capabilities of the system.
5. Learn and understand the technical environment in which the system operates.
6. Deliver effective system presentations and training to prospects, clients, and internally.
7. Assist in preparing RFI/RFP responses.
8. Participate in the Discovery Engagement process with an emphasis on understanding and documenting the client's current state, their desired state, and how an HRWARE solution helps them to achieve the desired state.
9. Provide application expertise internally to all divisions in the company.
10. Additional duties as directed by the Director, Sales.

### Qualifications

- University Degree
- 2 years previous work experience preferably in the area of Human Resources or Payroll
- Excellent English communication skills (written and spoken)
- Bilingualism (English & French) an asset
- Strong multi-tasking and time management/priority setting skills
- Fast learner/quick study with technology and applications
- Self-starter, motivated, independent thinker
- Ability to work in a fast-paced, deadline-driven environment.

If you are interested in applying for this position, please forward your resume to: [careers@hrware.com](mailto:careers@hrware.com)