

# Business Systems Analyst

I.T. Services, Liverpool

# About Winston Taylor

## Shoulder to shoulder in your breakthrough moments.

Winston Taylor is a transatlantic law firm built for the businesses, people, and markets driving capital and innovation.

Whether you're leading the way, disrupting an industry, entering a new phase of growth, or launching a defining product—we're in the room with you. In the action. Sleeves rolled up.

Embedded in your business and sharing your ambition, we take the work personally. Shaping what we do and how we do it around your goals and needs, always one step ahead of the moment.

With a rich history spanning both sides of the Atlantic, we are present in the major commercial centers that matter to our clients: the U.S., the U.K., Europe, Latin America, and the Middle East. Combining scale with the speed clients demand, our defining capabilities include Major Litigation, Critical Transactions, Strategic IP, and Private Wealth.

Our team of over 1,400 lawyers works hand-in-hand across markets, sectors, practice areas, and client teams. All-in problem solvers, we bring the creativity to think differently, and the pragmatism to get things done when it counts the most.

We're fluent in your world, with deep legal experience, rich sector knowledge, and active networks. Because in your business's most critical moments, you don't just need legal know-how. You need people who are deeply part of your world and ahead of where it's going.

# The opportunity for you

## Position summary

We are seeking a skilled Business Systems Analyst to join our Business Systems team. The successful candidate will be responsible for the design, configuration, and support of our SuccessFactors Human Capital Management (HCM) suite, including Employee Central, Performance and Goals Management, Learning Management, Succession and Development, Compensation, and Recruiting modules. The Business Systems Analyst will work closely with business stakeholders to gather requirements and ensure the successful implementation of HR technology solutions.

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### Job title

Business Systems Analyst

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### Recruiting manager

Business Systems Delivery Manager and Senior Talent Systems and Payroll Manager

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### Department

I.T. Services

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### Working hours

Monday to Friday  
(9:30 am–5:30 pm)

Working at least three days a week from our offices.

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### Location

Liverpool

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### Perm/FTC

Permanent

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### Salary

Competitive

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### Working pattern

We are committed to finding the right person for this role and are open to discussing flexible working patterns.

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# The opportunity for you

## Position responsibilities

- Support to design, configure, and maintain SAP SuccessFactors HCM suite modules.
- Collaborate with business stakeholders to gather requirements and identify opportunities for process improvement.
- Provide guidance and support for end-users and HR Business Partners on HR technology solutions.
- Perform system testing and troubleshooting of issues and manage defect resolution.
- Assist in the development and maintenance of training materials, user guides, and other support documentation.
- Monitor and ensure the accuracy and integrity of HR data within SuccessFactors.
- Develop and maintain reports and dashboards to support HR and business reporting needs.
- Stay current with SAP SuccessFactors best practices and new functionality releases.
- Assist in the management of SAP SuccessFactors upgrades, including testing and implementation.
- Review system changes to understand the impact on downstream and upstream systems
- Whilst the focus of this role will initially be working with our Talent systems there is opportunity to work on various systems such as ServiceNow, Intapp.

# The opportunity for you

## Experience, skills, and qualifications

- Experience with working with talent/HR systems in a systems analyst or engineering capacity. SAP SuccessFactors or equivalent experience desirable
- SAP SuccessFactors certification would be a plus
- Experience in implementing and configuring HR modules such as Employee Central, Performance and Goals Management, Learning Management, Succession and Development, Compensation, and Recruiting
- Experience using SAP CPI for building and managing integrations
- Strong understanding of HR processes and procedures, HR data management and reporting, and HR compliance requirements.
- Ability to collaborate with cross-functional teams, including HR, IT, and business stakeholders
- Excellent problem-solving skills, attention to detail, and ability to manage multiple tasks simultaneously
- Strong communication and interpersonal skills
- Bachelor's degree in Information Technology, Computer Science, Human Resources, or related field

# Recruitment journey

## Stage 1

Interview



**Rob Fowler**  
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## Stage 2

Interview two

## Stage 3

Meet and greet  
with some of  
the team



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**Meg Vaughan-Irving**  
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## Stage 4

Induction

## Stage 5

Ongoing  
development

We are committed to making all stages of our recruitment process accessible to candidates with disabilities or long-term health conditions.

If you consider yourself to have a disability or long-term health condition, please feel free to be open about this at any point during the recruitment process. This will be dealt with in a confidential manner. If you are not sure what adjustments you require, we will work with you to establish the most suitable adjustments at each stage of the recruitment process.

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