



CW Retail Services IE



#JOB-2449556

CHEMIST WAREHOUSE LTD., Belgard



House, Belgard Square North, Dublin 24, D24

H2HN



No of positions : 1



Paid Position



37.5 hours per week



38000.00 Euro Annually



21/05/2026



18/06/2026

How to apply

Application Method :

Not available



Open your camera app & point here to view this ad online



HR Data & System Analyst

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

Title: HR Data & System Analyst

We are seeking a skilled HR Data & System Analyst to support, administer, and enhance our HR systems landscape. This role will play a key part in ensuring the stability, optimisation, and ongoing development of SAP SuccessFactors while supporting HR operations, data integrity, and compliance across the organisation.

Main Job Function & Responsibilities:

Administer, configure, and optimize SAP SuccessFactors modules (Employee Central, Onboarding, Performance & Goals, Learning, etc.) to ensure system stability and user adoption.

Design and implement new HRIS functionalities, workflows, and automation features aligned with evolving business and compliance needs.

Develop and maintain reporting dashboards using SAP Analytics Cloud or other BI tools to provide real-time workforce insights.

Collaborate with IT, HR, and vendors to manage data integrations between SAP SuccessFactors and payroll, benefits, and time-tracking systems.

Support HR data governance and quality control, ensuring accuracy, completeness, and GDPR compliance of all HR information.

Train HR and business users on SuccessFactors modules, creating job aids and documentation to drive adoption and efficiency.

Liaise with SAP support and external consultants to resolve incidents, apply patches, and maintain optimal system health.

Monitor and troubleshoot system performance issues, performing root-cause analysis and deploying timely solutions.

Evaluate emerging HR-tech tools (AI-driven analytics, chatbots, digital onboarding platforms) and recommend innovations.

Support system upgrades and release management, conducting regression testing and validating

new functionalities before deployment.

Ensure alignment with Irish employment regulations, DETE guidelines, and corporate audit requirements in all HRIS processes.

Implement data-driven process improvements by analysing usage metrics, automation opportunities, and workflow bottlenecks.

Manage user access, roles, and permissions to protect sensitive HR data and ensure segregation-of-duties compliance.

Collaborate on process-reengineering initiatives, translating HR operational requirements into technical system solutions.

Act as the technical point of contact for all HR digital transformation projects, ensuring scalability, data security, and compliance

Key Requirements:

Degree or Diploma in HR, Business Administration, or a related field.

Understanding of HR best practices and compliance requirements.

1-2 years' experience in HR System Support, or HR operations desirable

Experience supporting SAP SuccessFactors or similar HR system is desirable

Strong data entry skills.

Excellent attention to detail and ability to manage confidential information.

Working Hours: 37.5 Hours Per week

Annual Salary: €38,000

Hourly Rate: €19.48

Start Date: 07/09/2026

Company: Chemist Warehouse Limited Head Office (CWIRE Retail Holdings LTD)

Job Location: Belgard House, Belgard Road, Tallaght, Dublin 24, D24 H2HN

- This vacancy is suitable for Remote/Blended working
- **Sector:** wholesale and retail trade; repair of motor vehicles and motorcycles

Career Level

- Executive