

Graduate Business Analyst – London

Introduction

Sumitomo Corporation Europe Ltd is a subsidiary of Sumitomo Corporation, a world leader in integrated trading and investment. We have access to a global network of more than 75,000 people across 66 countries. We take great pride in our technical know-how and operational ability, which is combined with a drive to keep customer service at the heart of what we do. To achieve this, we recruit high calibre individuals, we invest in their training, and give them accountability and responsibility as soon as they are ready. Find out more: www.sumitomocorp.com/en/jp/about.

Role

This role will support the Metal Products Unit's Tubular business while completing graduate training. Focus on supporting: OCTG Sales, Operations/Supply Chain Management (SCM) and Sustainability initiatives for SCEU tubular business.

This role will report into the Assistant Manager, Tubular.

Scope

- Support tender preparation and sales activities (*including O&G and energy transition customers, i.e. Geothermal & CCS*)
- Conduct project financial analysis and cost modelling
- Support sustainability initiatives (*inc. GHG emissions measurement, analysis and reporting with use of Sphera Cloud Corporate Sustainability software*)
- Analyse and map business process, both general and project specific
- Document procedures and work instructions in accordance with the Quality Management System
- Support Quality and Operational Audits
- Monitor inventories and conduct periodic stock checks in accordance with company rules
- Support new project implementations as a team member
- Create and format iTIMS and related business reports
- SAP/iTIMS/Salesforce transactional input
- Support JSOX audits
- Conduct compliance checks (audit follow-up)
- Presentation preparation, marketing material creation
- Perform month end procedures, checks and record keeping.

Qualifications/Skills/Personal Qualities

Qualifications:

- Degree level or equivalent qualification in business, finance, science or relevant technical subject.

Skills:

- Listens, consults others and communicates proactively
- Proficient user of MS Office 2022 or later, particularly Excel and Word and, ideally, Access or a similar database to basic level
- Critical analytical thinking
- Strong literacy and numeracy skills.

Personal Qualities:

- Self-driven
- Results-oriented and a clear focus on high quality
- Relates well to people at all levels
- Empathic communicator – supports and cares for others
- Adaptable
- Able to travel internationally
- Keen to support energy transition and expand sustainability management
- Team-player.

What We Offer

Company benefits include group pension scheme, private health insurance and free leisure centre/gym membership to name but a few.

To Apply

Please complete the Candidate Application Form (found on the vacancies page www.sumitomocorp.com/en/europe/sceu/career/current-vacancies) and send the form along with your CV to recruitment.sceu@sumitomocorp.com.