

## RPA Consultant

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Company: ATRIBS METSCON GROUP

Location: dubai

Category: other-general

Develop RPA solutions using UI Path and OCR solutions using Abby Flexi capture. Work with stakeholders to execute RPA initiatives by analysing and designing process workflows; building testing and implementing RPA solutions; and ensuring quality of the system. Work closely with the business to understand the current business processes systems involved volumes problem statement etc. Identify automation opportunities as per agreed framework and governance. Adhere to technology related standards policies and procedures such as standardization framework coding standards. Ensure technology framework is followed as per guidelines for all automation opportunities across business units and operations. Identification assessment and validation of potential processes/ candidates for RPA using proven methodologies or value assessment framework. Process preparation for Robotics solution which includes documentation of process redesign gaps and wastes identification quantifiable business benefits etc. Document as is business processes prepare Business Requirements Document (BRD) Functional Specification Document (FSD) creation of automation architecture and technical / solution design documents. Prepare complexity assessment for all processes. Prepare project plan for each automation opportunity. Create / Maintain reusable component for all processes. Deliver automation projects based on the tools and technologies in project scope. Mentoring colleagues through RPA training and accreditation program providing advice and guidance on best practice and development techniques. Providing architectural control over solution designs to ensure consistency and continuity across the company's delivery teams. Identifying new process opportunity accurately analysing estimating new processes and quickly assessing feasibility. Prepare Weekly

status review for Management review. Prepare technical help card for Business stakeholders. Review code of other colleagues and create report. Configuring new RPA processes and objects using core workflow principles that are efficient well structured maintainable and easy to understand. Supporting existing processes and implementing change requirements as part of a structured change control process. Work closely with L2 / L3 for handover of the automation process developed. Work closely with ITPMO for inputs / approvals throughout automation lifecycle. Working within project planning constraints communicating any identified project risks and issues to Tech Lead accordingly and providing inputs to the change control process. Creating and documenting test procedures and scenarios for the preUAT phases. Act as the first point of contact in case of any configuration issues for the team. Monitors the changes that happen after implementing the feedback during development or testing phase while keeping the project specifications intact. Monitors the changes that happen post implementation to ensure the planned business benefits are realized. Support the Project Manager in managing project timelines quality budgets as well as stakeholder management. Develop RPA solutions using UI Path and OCR solutions using Abby Flexi capture. Work with stakeholders to execute RPA initiatives by analysing and designing process workflows; building, testing, and implementing RPA solutions; and ensuring quality of the system. Work closely with the business to understand the current business processes, systems involved, volumes, problem statement etc. Identify automation opportunities as per agreed framework and governance. Adhere to technology related standards, policies and procedures such as standardization framework, coding standards. Ensure technology framework is followed as per guidelines for all automation opportunities across business units and operations. Identification, assessment and validation of potential processes/ candidates for RPA using proven methodologies or value assessment framework. Process preparation for Robotics solution, which includes documentation of process redesign, gaps and wastes identification, quantifiable business benefits etc. Document as is business processes, prepare Business Requirements Document (BRD), Functional Specification Document (FSD), creation of automation architecture and technical / solution design documents. Prepare complexity assessment for all processes. Prepare project plan for each automation opportunity. Create / Maintain reusable component for all processes. Deliver automation projects based on the tools and technologies in project scope. Mentoring colleagues through RPA training and accreditation program providing advice and guidance on best practice and development techniques. Providing architectural control over solution designs to ensure consistency and

continuity across the company's delivery teams. Identifying new process opportunity, accurately analysing, estimating new processes, and quickly assessing feasibility. Prepare Weekly status review for Management review. Prepare technical help card for Business stakeholders. Review code of other colleagues and create report. Configuring new RPA processes and objects using core workflow principles that are efficient, well structured, maintainable and easy to understand. Supporting existing processes and implementing change requirements as part of a structured change control process. Work closely with L2 / L3 for handover of the automation process developed. Work closely with IT-PMO for inputs / approvals throughout automation lifecycle. Working within project planning constraints, communicating any identified project risks and issues to Tech Lead accordingly and providing inputs to the change control process. Creating and documenting test procedures and scenarios for the pre-UAT phases. Act as the first point of contact in case of any configuration issues for the team. Monitor the changes that happen after implementing the feedback during development or testing phase while keeping the project specifications intact. Monitor the changes that happen post implementation to ensure the planned business benefits are realized. Support the Project Manager in managing project timelines, quality, budgets as well as stakeholder management.

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