



British American Tobacco is the world's most international tobacco group with an active business presence in over 180 countries. We have been in business for over 100 years and today our companies employ more than 55,000 people around the world. Since we are spreading our business throughout the region, we are looking for perspective candidates for the following position:

APPLICATION SUPPORT EXECUTIVE

Ref: 0202

Location: Belgrade

Principal accountabilities:

Based at the Belgrade Head Office the jobholder is responsible for provision of local application support, help desk, hardware tracking, software licensing, and IT security best practice procedures implementation. The jobholder will communicate with Users, GSD Customer Service Manager and IT Team, to understand the needs and deliver high quality services as required by the business.

Candidate profile:

- university degree is an advantage
- minimum 2 years of experience in a similar or equivalent position
- knowledge in PC hardware and business application packages
- understanding of business processes and systems (ERP, CRM, SRM...)
- good knowledge and experience in object oriented and SQL programming
- knowledge of networking (LAN, WAN, TCP/IP) and common operating systems (Windows XP/2003)
- ability to prioritise and work independently under pressure
- ability to establish excellent business relationships with internal/external customers
- good spoken and written English
- responsible, punctual and reliable
- team-oriented personality

Our company finds its employees its most valuable asset, therefore, we offer an attractive remuneration package and an opportunity for extensive personal development and career progression. Individuals interested in the above mentioned position are invited to send an application in English, together with detailed curriculum vitae, references, a recent photograph and contact details to:

British American Tobacco SEE d.o.o. Beograd
Human Resources Department
Bulevar Mihaila Pupina 165g
11 070 Novi Beograd
or
bgd_recruitment@bat.com

Closing date: February 2nd 2009

While we highly appreciate all candidates applying, only short-listed candidates will be contacted. Please quote reference number in the subject of your email or on the envelope/application.