

Job Title	Consultant 2 – BI (Power Automate)	Job Family	ZCS
Grade	Level 2	Reports to	Service Manager - BI
Location	Kochi (Hybrid)	Team Size	Direct – 0 Indirect reports - 0

About the role:

At Zellis, we have big ambitions and our Services division is at the heart of them. A key part of this ambition is the growth of its Data, Analytics and Automation Consulting practice, which has created an exciting opportunity for a dedicated and ambitious consultant who is passionate about developing automated solutions for customers.

You'll be a key member of a proactive team delivering customer funded consultancy and projects focussed on system integrations and automation for Payroll and HR solutions.

Your role will focus on working with clients to design and implement Power Automate flows and automated routines. You will be the subject matter expert in these engagements, leading both design and delivery workstreams.

As a Consultant you will lead client deliveries, partnering with customers throughout the full life cycle of a project from initial discovery sessions, scoping workshops, writing specifications, development, through to use acceptance testing and handover. You will be a passionate advocate for Data, Automation and Analytics, and regularly support Sales, Commercial and Customer Success Managers in pre-sales discussions to promote the capabilities of the practice.

Key success measures for the role include delivery of quality work on time and on budget, excellent customer NPS feedback and achieving chargeability targets.

If you like no two days to be the same, enjoy learning something new every day and want to be part of a growing team with an exciting future, please apply for this role.

Role Accountabilities and responsibilities:

Responsibilities:

- **Delivery:**

- Leads self to deliver projects and solutions to time, cost and quality targets to customer requirements
- Establish yourself as the subject matter expert for Power Automate solutions (design and delivery), becoming a trusted partner for our customers
- Collaborates with internal and external stakeholders to define, scope and quote projects, advising on good practice and recommended solutions

- Point of escalation for complex technical issues, dealing with internal and external senior stakeholders as required
- **Commercial:**
 - Takes accountability for own performance and ensures work is delivered to the required standard and timescales to enable customer charging
 - Drive continuous improvement by proactively identifying opportunities to improve both internal processes and capabilities and customer solutions

What you will be doing:

- Develop, test and support Power Automate solutions, in line with our standards and design principles, ensuring they meet business needs.
- Interpret functional specification documentation and also work directly with functional specialists to translate business requirements into effective technical solutions, contributing advice to overall solution designs and creating technical specification documentation.
- Work with the wider team to design and implement creative technical solutions to work around system constraints as / when required.
- Create and maintain documentation for solutions, processes, and data flows.
- Work alongside other developers, providing mutual support.
- Investigate and resolve support incidents, suggesting improvements if possible.

Key skills and experience

- Strong hands-on experience with Microsoft Power Platform, particularly:
 - Power Automate (cloud flows, desktop flows)
 - Power Apps (desirable, for end-to-end solutions)
 - Dataverse and connectors
- Proven ability to design, build, and maintain complex automated workflows across multiple systems
- Experience integrating with:
 - HR systems (e.g., Zellis HCM Cloud, Workday, SuccessFactors, Oracle HCM, etc.)
 - Payroll systems (Zellis or other UK payroll exposure desirable)
 - APIs, REST services, and custom connectors
- Solid understanding of data transformation and ETL concepts
- Experience using Expressive Flow logic:
 - Conditionals, loops, error handling, approvals, parallel branches
- Knowledge of Power Platform ALM practices:
 - Solution management, environments, deployment pipelines

Familiarity with Azure services (Logic Apps, Functions) is advantageous

Behaviours:

- Self-motivated, proactive and takes overall ownership for delivering agreed outputs and outcomes, to time, cost and quality targets

- Outcome focussed and flexible, you're able to respond to changing circumstances and priorities while remaining calm and focussed on getting the job done.
- Organised with great attention to detail.
- Collaborates with peers and clients to deliver projects, with the confidence and the ability to appropriate challenge, to achieve the right business outcomes
- A natural interest to keep pace with new versions and features of tools and how these can be incorporated into our offerings to generate new revenue opportunities
- Resilient and comfortable at working under pressure and to tight deadlines

Desirable, but not essential:

- Data modelling and dashboard development
- Data security certifications
- Existing knowledge of Payroll and HR systems

Special Circumstances / Other Requirements e.g. travel requirements, working arrangements etc

This role may on occasion require flexible working hours compatible with UK in order to meet some critical delivery timescales.

About Zellis

Zellis is the leading provider of AI Enabled, payroll Payroll, WFM, and HR solutions for the UK and Ireland.

Zellis Group consists of four companies - Zellis, Moorepay, Hastee and Benefex - who provide services to different customers and have the autonomy to design and deliver products to meet their unique needs. We are three distinct and successful businesses, but there is power as a group.

Our overall purpose is to *power exceptional employee experiences so you and your people do better.*

Our history

We have over 50 years of heritage and industry experience – and we’ve been ahead of the curve throughout.

More than half a century ago, we were founded as Peterborough Data Processing. Quite a lot has changed since then – not least our name.

We were acquired by Northgate, becoming NorthgateArinso in 2007 and NGA Human Resources UK and Ireland in 2014, where we were joined by Moorepay. In 2018, the UK and Ireland division was sold to Bain Capital and now we operate as a standalone company.

After acquiring Benefex, we’re now even better equipped to serve the complex needs of our customers.

In September 2020 we launched Zellis HCM Cloud, the exciting next evolution of ResourceLink, our flagship payroll and HR solution.

We're proud of our culture

At Zellis we work hard to create a culture where people want to join, belong to, and be part of a progressive organisation. We're committed to recruiting and retaining a diverse and inclusive workforce that is representative of the customers we serve and the communities we operate in.

Our values, which were defined with input from all of our 2,000 colleagues, are not empty words on a poster. They reflect who we are, and how we operate as a business.



Unstoppable together

We are **inclusive**, celebrate differences and **work together** to achieve exceptional results.



Always learning

We build **expertise** in ourselves and others, always looking for **better ways**.



Make it count

We are **accountable** for what we do and the **impact we have**.



Think scale

We build for the **future**, creating **repeatable**, simple and **scalable** solutions.