



## **Process Automation Engineer**

### **Job Specification**

Stor-Age Property REIT Limited ("Stor-Age") is the leading and largest self storage property fund and brand in South Africa.

Focused on the fast growing self storage sector, a niche sub-sector of the broader commercial property market, Stor-Age develops, acquires and manages high profile self storage properties.

Listed on the JSE in 2015 and recently included in the Sunday Times top 100 Companies award in 19<sup>th</sup> position, Stor-Age now seeks to appoint a **Process Automation Engineer** who will assist with the company's process automation goals:

- Core values of Excellence, Sustainability, Relevance and Integrity.
- Support the ICT manager with creating and maintaining an IT process framework.
- Be responsible for managing specific aspects of the Microsoft 365 (MS365) tenant.
- Implement initiatives to automate inefficient processes across the business as identified by department heads.
- Be responsible for the project management of automation initiatives and provide post launch support.

**The successful candidate will assist the ICT Manager to fulfil the ICT responsibilities of the Company by:**

- Providing sustainable and relevant solutions to automation inefficiencies across the business through the use of the MS365 platform in support of the company's overall business objectives and strategy.

**To effectively perform the duties required for the position, candidates must be able to demonstrate or provide proof of:**

- MS365 Certified: Teamwork Administrator Associate.
- At least five (5) years' experience in MS365 automations.
- Experience in administration and adherence to systems, policies and procedures
- Excellent interpersonal and communication skills in English
- IT literate (Microsoft Office)
- Professional in appearance, attitude and work ethic

### **Personal Qualities**

- Must be organised, dependable and resourceful
- Efficient, accurate and pay attention to detail
- Possess excellent problem solving skills

- Responsive, service and solution orientated
- Approachable, open, clear and confident communicator

Submit your CV together with a motivational letter to [recruitment@stor-age.co.za](mailto:recruitment@stor-age.co.za).

If you do not receive a response within 2 weeks of submitting your application please regard your application as unsuccessful.