



Vacancy

BUSINESS APPLICATIONS & DIGITAL ACCESSIBILITY MANAGER (F/M/X)

The International Paralympic Committee (IPC) offers the position of a full-time **Business Applications & Digital Accessibility Manager (f/m/x)** in an international and multicultural team at the IPC Headquarters in Bonn, Germany, starting as soon as possible.

ABOUT THE IPC

At the IPC, we work as one team, aligned and focused on fulfilling our vision and mission.

The IPC's vision is for an inclusive world through Para sport. We believe that **Change Starts With Sport**, and that the work of the Paralympic Movement is a catalyst for driving social inclusion and advancing the UN Convention on the Rights of Persons with Disabilities and the UN's 17 Sustainable Development Goals.

The IPC seeks to use the influential global position of the Paralympic Movement and the growing profile of Para athletes to challenge the stigma attached to disability and empower social transformation.

The IPC is the global governing body of the Paralympic Movement. We oversee the delivery of the Paralympic Games and Paralympic Winter Games and serve as International Federation for six Para sports. We enjoy a positive working relationship with the IPC Governing Board, members of which are democratically elected every four years by the IPC General Assembly.

The IPC is a purpose-driven non-profit association. Our mission is to lead the Paralympic Movement, oversee the delivery of the Paralympic Games and support members to enable Para athletes to achieve sporting excellence. Since 1989, we have been creating change through sport with the Paralympic Games and Paralympic athletes at our core.

ROLE

INTERNATIONAL PARALYMPIC COMMITTEE

Adenauerallee 212-214, 53113 Bonn, Germany / paralympic.org
BusinessITJobs@paralympic.org / Tel: +49 228 2097-200 / Fax: +49 228 2097-209

The **Business Applications & Digital Accessibility Manager** is responsible for managing requirements collection, design, implementation, deployment, maintenance, documentation and decommissioning of the Business Applications at the International Paralympic Committee. The focus will be on the applications that support business functions of the organisation while also supporting the productivity and collaboration tools across the IPC. The role is also responsible to lead efforts to enable digital accessibility for internal and external stakeholders of the International Paralympic Committee.

CORE RESPONSIBILITIES

- Manage the lifecycle of the Business Applications from conception to decommissioning.
- Support stakeholders to identify, analyse and review software solutions that may improve efficiency or effectiveness of business needs of the organisation.
- Lead the requirements collection phase and setup a process to manage functional changes in the existing solutions.
- Coordinate the implementation and deployment of new Business Applications. Manage the technical relationship and act as primary point of contact with solution providers. Customize the relevant software solutions according to the needs of functional units at the IPC.
- Create and publish guidelines and toolkits to support digital accessibility for internal and external stakeholders.
- Support implementation of digital accessibility policies and ensure that deployed system meet digital accessibility requirements.
- Perform administrative task on Business Applications such as software updates, database maintenance, user management, clean-up, and solution optimisation. Support the Business IT Team in Backup and Restore procedures.
- Manage the interfacing and integration of Business Applications with Reporting Solutions.
- Manage the user training process for the Business Applications including deployment of new solutions or staff joining the organisation.
- Manage the documentation and provision of knowledge process for the relevant Business Applications. Setup user guidelines and supporting materials.
- Manage decommissioning of discontinued Business Applications and support the data migration and retention processes within these applications.
- Administration and support of collaboration and productivity tools in the Microsoft 365 suite including SharePoint, Teams and Dynamics 365. Increase usage of Microsoft 365 by deploying solutions based on cloud technologies.

- Support Business Applications users by responding to second level service requests or requests for information related to Business Applications or Microsoft 365 solutions. new solutions or staff joining the organisation.

CORE REQUIREMENTS

- Successful completion of a technology university degree or vocational training with a focus on IT as well as multiple years of professional experience in the relevant field.
- Understanding of complex software architectures, middleware databases and interfaces in hybrid and cloud IT infrastructures.
- Experience and very good knowledge in customizing and operating Microsoft cloud technologies, applications and databases (MSSQL, Azure, SharePoint, Microsoft365, Dynamics365, .NET).
- Experience with ERP, CRM and reporting solutions; good understanding of the relevant business processes.
- Project management experience with enthusiasm for complex problems, initiative, and good communication skills.
- Familiarity with Digital Accessibility tools.
- A team player with a high level of commitment, flexibility, and a self-reliant working approach.
- Enthusiasm for and involvement with the latest technologies and trends.
- Ability to work in an international and multicultural environment.
- Mindful of the organisational agenda and living by our organisational values.
- Fluency in English both written and verbal is mandatory.

Do you want to [apply](#)?

If you are interested and provide a good match with our requirements, please send your CV and cover letter in English and in pdf to BusinessITJobs@paralympic.org.

For this position, we will review applications and interview candidates on a rolling basis.

The IPC is an equal opportunity employer, and we especially encourage individuals with a disability and members of minority groups to apply; we support the relocation process and provide transitional accessible accommodation. For further information on the IPC, please contact us or visit our website under www.paralympic.org.

We look forward to your application!

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