BIPO
Make Life Easier.

JOB DESCRIPTION

Role: RPA Engineer
Reports to: Principal Data Scientist
Location: Singapore

Join BIPO's Global Innovation Hub on an adventure to make BIPO the best HR solutions provider in the world.

We make life easier for our customers and employees, always finding the next 80/20 in business, in data and in people. We conceive, communicate, and build unique capabilities for BIPO that will need to live up to proof-points.

This is not an easy job but one that will put to test our strengths, vulnerabilities, and prioritisation, very much like a team sport. If you enjoy a sense of camaraderie at work, this is the place for you.

The role

If you graduated in a technical field (especially engineering and hard sciences) and are obsessed with making life easier for colleagues or clients through automation and service, we are keen to talk to you.

Responsibilities

- Build and maintain task-oriented robots for operations teams

- Unlock colleagues' potential to service our clients by making their lives easier through automation

- Work with team to develop new capabilities in:
    - Web automation and scraping (eg. logging in, data entry and exchange)
    - Tabular data processing (eg. excel, structured databases)
    - High dimensionality interfacing (eg. text, audio, video)
    - Work with applications and algorithms team to generalise cases into modules with user interface as an internal or external client service.

Technical Skills and Competencies

- Diploma or Degree in a quantitative discipline (Engineering and physical sciences preferred)

- Proficiency with:
  Basic programming/scripting and debugging, ideally with Python/VBA/PowerShellIdeall comes with some experience in UIPath, PowerAutomate or TagUI

To apply for this role, please contact **asean.hr@biposervice.com**

Useful links

- Website: www.biposervice.com
- Facebook: https://www.facebook.com/biposvc
- LinkedIn: https://www.linkedin.com/company/bipo-svc/

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About BIPO

At BIPO, our passion for technology and innovation empowers businesses across the globe with increased efficiency and convenience.

Our enterprise-ready **HR Management System (HRMS)** platform automates HR processes, simplifies workflows, and delivers actionable insights to build the best Employee Experience. Complemented by our **payroll outsourcing solutions** and **global PEO services,** we support businesses to manage today's global workforce.

We are better connected to support your payroll and people solutions needs through a global network of 27+ offices, four R&D centers, and business partners across 100+ countries.

Our products & services

- HR Management System (HRMS)
- Global Payroll and HR outsourcing
- Professional Employer Organisation (PEO)