



AIA Singapore

1 Robinson Road, AIA Tower
Singapore 048542
T : 1800 248 8000

AIA.COM.SG

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Business Process, Data & Technology

Roles in this category would be mainly looking at business operations, performance, processes and data through a series of analysis and using technology to bridge the gaps towards greater performance and outcomes.

These roles are a combination between business and technology and will tap on proficiencies in data and automation related knowhow, and would appeal to someone looking to thrive in a data driven environment.

Intern, Business Process Re-engineering

Division – Dept: Life Operations – Business Process Re-engineering

Location: AIA Tower (Robinson Road)

Duties:

- Perform process discovery on potential manual processes/ reporting to be automated
- Document User Requirements for RPA (Robotic Process Automation) or Dashboard projects
- Support BPR team to develop quality test plan to ensure product (bot/dashboard) built is meeting internal customer requirements
- Conduct research and benchmarking study on the latest RPA tool/capability in the market and design best practice for dashboards

Requisite:

- Relevant area of study of Analytics InfoComm Business Process (Lean & Six Sigma) Engineering

Learning Outcome:

- Gain experience in learning how to use tableau and automation anywhere with RPA tool to understand and apply concept of quality testing for the products to be deployed to production.

Intern, Data Analyst

Division – Dept: Strategy & Transformation – Enterprise Data

Location: AIA Tower (Robinson Road)

Duties:

- Data Governance
 - Support business data quality checking and rule building.
 - Support business data standards and rules definition.
- Business Intelligence
 - Deliver dashboard mock-ups
 - Build Tableau dashboards
 - Build data integration workflows with Alteryx

Requisite:

- Relevant area of study of data and analytics business intelligence, computer science

Learning Outcome:

- Gain experience in understanding of the data governance framework and build SQL skills for data profiling and data quality checking.
- Receive exposure to building Tableau dashboard and Alteryx workflows.