

Position Description



Position Title	Finance Manager
Position No	00082390
Delegation Level	005
Job Designation	Manager
Organisational Unit	MPI Finance
Work Centre	Brisbane
Position Type	Temporary
Rail Safety Worker	No
Medical Fitness Standard	Refer to relevant business instructions.
Performance Plan Type	Manager of Others
Shiftworker	No
Classification (Range)	Contract
Pay Scale Type	Contract
Reports to Position	Group Senior Manager Finance

QUEENSLAND RAIL VALUES:

1 Queensland Rail - We do better together
Treat others with respect - We appreciate everyone's contributions and differences
Empower our people - We have confidence in our people
Act Safely - We work safe, to go home safe
Make a positive difference - We learn from today, to improve tomorrow

Position Purpose

To lead the relationship between the Major Project Integration (MPI) Senior Leadership Team, Senior Managers and the Finance and Corporate Services function, ensuring integration and prioritisation of the Finance initiatives against key business drivers and outcomes.

Contribute to business performance by providing rigorous, evidence based and analytical decision making to assist with investment and budget decisions made. Identify business problems and challenges and suggest solutions. Consideration of issues that affect risk management, financial management and governance are critical.

Position Responsibilities

1. Lead the financial management activities for MPI in support of delivering business strategies and maintaining strong financial governance.
2. Evaluate MPI performance using management reports and knowledge of the business, and have an in-depth understanding of how business drivers relate to one another.
3. Ensure that financial risks in areas of responsibility are effectively managed and that MPI is competently discharging their respective financial management responsibilities.
4. Manage the development, implementation adoption and continuous improvement of the financial management systems, processes, tools and procedures for financial management.
5. Oversee the preparation of monthly management accounts and reports for each of the MPI Divisions and project streams, ensuring integrity of the numbers.
6. Undertake analysis and review of MPI financial performance, together with the analysis of trends (actual, forecasts and budgets) to assist MPI SLT in approving final numbers and analysis.

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7. Advises on key business planning assumptions (including budgeting, planning, forecasting, costing and business cases) and opportunities.
8. Interprets, explains and drives performance within the functions whilst promoting compliance with finance policies and escalate as necessary.
9. Promote a culture of financial accountability at all levels of the MPI.

Additional Factors

The appointee will be required to :-

- Comply with Queensland Rail's Code of Conduct;
- Observe all legal and safety obligations of the organisation;

What is the key selection criteria

1. High level of skill in the strategic alignment of business strategy and priorities with finance initiatives.
2. Extensive knowledge of the strategic business partner model to prioritise business strategies and apply broad financial skill against complex organisational issues.
3. Extensive business knowledge and commercial acumen to create meaningful and relevant financial analysis for business cases and performance monitoring, promoting responsible financial management.
3. Extensive knowledge of financial modelling, analysis, evaluation and forecasting to support the preparation of annual budgets, forecasting and performance monitoring in both a major projects and operational context.
4. Substantial level of influencing, interpersonal, consultation, relationship building and negotiation skills that build and sustain productive relationships and partnerships.
6. Knowledge of and willingness to commit to and work within Queensland Rail's Values and Behaviours.

Pre-employment Checks:

Not Applicable

Pre-employment Qualifications:

What qualifications do I need to hold prior to applying for the position?:

40009300 G_Accounting/Econ/Bus Higher Education

Health, Safety and Environment Responsibilities

Comply with the overarching document called Health, Safety and Environment Responsibilities MD-11-6843 located in the Safety and Environment Management System.

Personal Protective Equipment needs:

Refer to relevant business instructions.

Safety Publications

Refer to relevant business instructions.

Please Note:

Queensland Rail has a random alcohol and other drug testing program.
Testing can occur anywhere, at any time, on any day.