

FINANCIAL PLATFORMS LEAD



REPORTS TO	LOCATION	DIRECT REPORTS	GROUP
Cloud Platforms Manager	Wellington / Auckland	Nil	Digital

“Our purpose is to grow companies – bigger, better, faster – for the good of New Zealand”

WHY IS THIS ROLE IMPORTANT?

To work across NZTE to lead exceptional technical solutions, challenge business process and deliver lasting, impactful and positive change to NZTE. Manages and maintains workflow and work management apps, i.e. Microsoft Dynamics 365 for Finance and Operations, Serko, IGF, Springboard etc. In this role you will ensure our Finance systems and workflows are optimised to enable efficient processes across all accounting functions at NZTE

System Development and Management

- Be the technical lead for the areas that have strong workflow components (Dynamics for Finance and Operations, Serko, Budgeting and Forecasting, RBP and Grants Management)
- Manage system upgrades and maintenance
- Ensure optimal design and capability, reflecting the current and future needs of NZTE.
- Align internal finance workflows to business and customer outcomes.
- Work collaboratively with the Finance team, international offices, internal partners and digital business units to continuously evaluate and implement our automation and workflow landscape
- Work with performance team to ensure data and reporting needs are met
- Where required –
 - Configuration of systems to meet business needs or changes
 - Ensuring connectivity and integration between systems
 - Translating requirements into project or change schedules as required
 - Managing upgrades and enhancement lifecycles
 - Test strategy, execution or guidance encompassing functional, integration and user acceptance stages.
 - Provide Quality Assurance through peer reviewing of documentation. This includes Requirement Specifications, Functional Specifications and other implementation tasks

Customer Engagement

- Embed and engage deeply with our business teams to anticipate needs that drive a high-performance culture
- Customer support for system users; including incident management
- Knowledge transfer during technology lifecycles to relevant business users or within the digital team

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Vendor Management

- Work with vendors to make enhancements, resolve issues and manage scheduled changes
- Ensure commitments, SLAs and schedules are adhered to as a part of documented agreements

Change Management

- Manage and deliver communications and training related to changes

Data Management

- Maintain a view of all related data elements that have impacts on other systems or the reporting environment
- Support NZTE teams to improve the quality of their data and the impact this has on reporting and quality of source systems
- Ensure current and best security practices are aligned to risk position

Relationship Management

- Establish collaborative and effective relationships across NZTE, ensuring advice around continuous improvement opportunities is sound, well thought through and contributes to the success of NZTE.

Success in this role means:

- We have optimised back office processes for brutal efficiency making them an accelerant for NZ growth internationally.
- Coaching and supporting Finance peers on designing and building automated workflows using Power Platform and other low code digital tools
- Owning and being a champion for digital product best practise processes and techniques, for example Agile methodologies and managing a product backlog on DevOps and

Staying ahead of Microsoft Learn certifications and remaining highly certified against the latest D365 courses

WHAT CAPABILITIES ARE NEEDED TO SUCCEED?

Our ideal candidate will be...

- **Proven in business analysis** and/or project management skills, with a continuous **improvement mindset** which is able to be distilled into pragmatic technical solutions
- Proven ability to identify trends and change that would shape the future of finance and back-office operations in the public sector
- **An outstanding communicator and change manager** – An critical part of this role is the ability to present at industry and NZ Inc. events, as well as lead effective change by presenting information and recommendations to peers, leaders and decisions makers
- **Capable and willing** to lead small projects as required
- **Genuinely committed** to providing a quality service to all customers, with a keen sense of purpose and direction



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Technical skills

- Tertiary level Accounting qualification or 5+ years' experience in an accounting/finance based role
- An understanding of treasury and foreign currency process and systems
- Relevant Dynamics for Finance and Operations experience and qualifications (Microsoft Learn)
- Strong ability in the Microsoft Technology Stack (PowerBI, Azure)
- Preferably experience with Node.js or Ruby on Rails
- Power Platform (Power Apps, Power Automate, Power BI)
- Azure Integrations – logic apps, function apps or other serverless methods
- Familiarity with common digital tools and adjoining SaaS/PaaS addons
- We would also expect you to be able to pass the following Certifications in the first 12 months of employment with us, if you do not already hold them:
 - AZ-900: Microsoft Azure Fundamentals
 - PL-900: Power Platform Fundamentals
 - MB-300: Microsoft Dynamics 365: Core Finance and Operations
 - MB-310: Microsoft Dynamics 365 Finance

After 30 Days

- You will be up to speed to with the current work program
- You will have the relevant access and training to our operational systems that you need to do your day to day work (Dynamics F&O, Azure, Serko-Zeno, Confluence, Tipu (grants) and RBP)
- You will have updated your development plan

After 90 Days

- You will have identified key process opportunities inside of your role that need to be optimised and have a plan to address those
- You will have built out a routine that connects you with the relevant business decisions on a regular basis
- You will have started on your first project and shipped something to production
- You will have gone on a customer visit to connect your role to the business activity
- You will have updated your development plan for the next trimester

And we achieve these through great team behaviours...

Ambition drives us – Our ambition for our customers is high, and we always rise to the occasion. We help meet their business expectations by expecting greatness of ourselves.

Adventure teaches us – Experimentation is more powerful than perfection, as only through learning from our missteps can we truly succeed. That's why 'giving it a go' is the best way to learn.

Honesty frees us – We explore challenges with an open mind. Only when we ask questions and truly listen can we discover the right way forward.

Trust binds us – Our people may be worlds apart, but it's trust that holds us together. Growing a nation is only possible when we keep promises and honour commitments.

Manaaki is us – We celebrate the mana (strength and dignity) of each other as being equal to or greater than our own. We strive to enhance mana in everything we do through our hospitality, generosity and mutual respect.



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