

Position Title:	ERP Implementation – Finance Lead
Reporting to:	Senior ERP Implementation Project Manager
Direct Reports:	ERP Business Analyst
Employment Term:	12 Months Fixed Term
Hours:	Full-time
Location:	Hobart, Tasmania

Organisational Environment

Hobart Airport, as the main gateway to Tasmania, aims to deliver a safe and friendly environment that offers quality services and facilities for the benefit of airport customers, airport businesses, shareholders and the community.

Our vision is to be an outstanding airport business that proudly supports Tasmania. We strive to be great hosts; working hard behind the scenes, planning meticulously and preparing to give our guests a great experience.

Primary Objective

Hobart Airport is undertaking a significant Enterprise Resource Planning (ERP) Project which will redefine our business. We are seeking a highly experienced ERP Finance Lead to make a significant contribution to the success of this project.

Reporting to the Senior ERP Implementation Project Manager, you will be an experienced ERP Finance Lead with a proven track record of success in similar projects. A subject matter expert of ERP software implementations, you will work with all stakeholders at all levels (both internal and external) to identify requirements and configure solutions to meet the project goals.

Major Responsibilities

The incumbent will work both collaboratively and autonomously to achieve the ERP Project outcomes.

Responsibility 1 – Take a lead role in the implementation of the ERP Project finance modules including; chart of accounts, accounts receivable, accounts payable, general ledger, cash management, payroll, fixed assets, projects and financial reporting.

Responsibility 2 – Ensure milestones and deliverables for all assigned tasks are completed on time, within budget and as planned. Identify risks and suggest mitigations throughout the project.

Responsibility 3 - Assist the Senior ERP Implementation Project Manager in implementing change management strategies to support HBAs people in positively adopting new systems and procedures throughout the project.

Responsibility 4 - Assist in the creation of process flows, work instruction, test scripts and end user training.

Responsibility 5 – Build and manage relationships internally and externally with key stakeholders to ensure a “one team/best outcome” focus.

Responsibility 6 – Values & Behaviours: Lead by example in upholding Hobart Airports’ values & behaviours in your day to day work

Responsibility 7 – Workplace Health & Safety: Advocate, promote and ensure all aspects of Workplace Health and Safety across all areas of the Hobart Airport business

Qualifications, Skills & Experience

Qualifications

- Degree-level or other relevant tertiary / professional qualifications in Finance/Accounting/Commerce

Skills & Experience

- Significant experience in implementing a mid-tier ERP Project
- Direct experience working with and / or implementing Greentree ERP solutions
- Experience in Great Plains, Progenesis and Sage MicrOpay beneficial
- SQL database skills
- Strong Financial back ground with an affinity for ICT systems and projects
- High level business processing and analysis skills
- Collaborative style with strong interpersonal and stakeholder communication management skills
- Must be able to set priorities, analyses problems and formalise clear effective solutions
- Aviation background desirable but not essential
- Must be an Australian citizen / resident

To Apply please provide a cover letter and CV to Gail Wilson, Manager People & Culture: gwilson@hobartairport.com.au by 31st October 2017. Enquiries can also be addressed to Gail at the address above but please note that these will not be responded to prior to the week commencing 16th October. Our apologies for any inconvenience this may cause.