



Job Specification

Position Title	General Manager Business and Finance	No:	
Reporting to	Managing Director		

Role Purpose

The role of the General Manager Business and Finance is to develop and implement the Financial, Procurement, Property, Information Technology and Risk Management Strategies and Frameworks for the business.

This position contributes to the management of the organisation as a member of the Leadership Team to enable the realisation of our vision of delivering for our region and our future.

The key strategic outcome of this role is to ensure a sustainable business and viable customers, through GMW making long term, sustainable decisions focused on efficiency, finance and assets.

Stakeholders:	Goulburn Murray Water Leadership team including the Managing Director and Board. A wide range of stakeholders including DELWP, ESC, DTF and MDBA.
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Knowledge, Skills and Experience:

- Comprehensive understanding of the regulatory and commercial aspects of managing a business.
- Experience at an Executive level leading financial, accounting and reporting functions.
- Experience in managing corporate services such as Procurement, IT and Fleet.
- Strong financial and commercial acumen skills.
- Proven ability to drive quality and efficiency outcomes by applying innovative continuous improvement solutions.
- Proven judgment working in a corporate environment with complex issues, programs and stakeholders.
- Superior influencing and leadership skills. Resilient and capable of managing ambiguity.
- Demonstrated ability to build and maintain strong corporate and stakeholder relationships.
- Demonstrated ability to think strategically, to identify emerging issues, problem solve and apply creative solutions.
- Highly developed oral and interpersonal skills and demonstrated ability to negotiate with and advise Managing Director and Board on financial and business related issues.
- High level of organisational skills with proven ability in setting priorities and operating within strict deadlines.

- Proven ability to deliver projects on time and within budget.
- Demonstrated ability to lead, manage and motivate employees to achieve their full potential.

Key Result Areas	Key Responsibilities	KPIs
Strategy and Planning	<ul style="list-style-type: none"> • Management of the development of the Pricing Submission • Analyse economic trends as they affect GMW and our customer and establish plans and strategies to ensure the interests of all stakeholder groups and customers are safeguarded • Develop and implement strategies for Finance, Risk Management, Property, Procurement and Information Technology to drive continuous improvement • Prepare and present reports to the Board regarding financial and other business activities • Executive leadership of the Risk, Audit and Finance Board Committee. 	Successful Price Submission Feedback from Board and Managing Director Business results
Financial Management	<ul style="list-style-type: none"> • Overview of the financial viability of GMW and increase business value through effective financial management • Provide support and training to the organisation to improve financial literacy. • Accurate and Informative financial reporting to the board and leadership team 	Financial results
Inspire, lead and develop a diverse group of People	<ul style="list-style-type: none"> • Establish and support an open and honest working environment for employees fostering collaboration and teamwork • Identify and develop leaders at all levels of the business • Promote safety and wellbeing for all employees • Role model GMW leadership capabilities and constructive behaviours 	360-degree feedback Employee Engagement outcomes Safety outcomes
Drive Exceptional Performance	<ul style="list-style-type: none"> • Drive the achievement of results • Effectively lead and manage organisational change • Foster a high performance culture by setting clear goals, holding people accountable and managing performance 	Business results
Manage external and internal relationships	<ul style="list-style-type: none"> • Influence multiple and diverse stakeholders, internal and external to the business to ensure the reputation of the business is enhanced • Ability to build trusting relationships with all stakeholders to support the achievement of the Strategic Direction 	Stakeholder feedback

Classification/Band	Executive Contract	
Employment Status	Fixed Term – Full Time	
Salary	Executive range	
Position reports to	Managing Director	
Location	Tatura	
Delegations	Financial: Level 1	Human Resources: Finance, Property and Technology teams
Position Contact	Charmaine Quick	
Qualifications	Tertiary qualification in Finance/Commerce/Accountancy. Qualified CPA. Post Graduate qualification in business administration highly desirable	
Policy Check required	Yes	
Victorian Drivers Licence	Yes	
Approver/Approval Date	Charmaine Quick – 23/04/2019	