

KiwiRail | Position Description

Business Performance Manager - Infrastructure

Purpose:

The Business Performance Manager Infrastructure has overall responsibility and ownership to lead the provision of analysis, monitoring and reporting of key Business Metrics for Infrastructure business with key focus on RNIP.

The Business Performance Manager will be a senior level business partner, and is expected to influence, challenge, and provide high quality, independent and valued advice. Working closely with the GM's and infrastructure leaders, this role will lead the monthly business and financial reports and will manage the RNIP forecasting processes for the Infrastructure group. The role will assist with maximising the benefits realisation of the budget spend.

This position will support the GM Integrated Delivery Planning and Performance by coordinating the internal business planning and budget process with the leadership team. The Business Performance Manager will develop supporting analysis with a view to drive KPI Management, enhance value for money initiatives and improve productivity measures. The role will support the infrastructure leadership with required analysis in any business case preparation and Capex budgets management.

The Business Performance Manager will assist with procurement management, contracts management, key interface with all relevant stakeholders in the Infrastructure business and oversee all deliverables. The role will also actively support the key functions of the Infrastructure Delivery Planning and Performance Team, including Integrated Planning, Vegetation Management, and Infrastructure Supply Chain Management.

The role works in close collaboration with the Asset Management and Policy & Funding and Commercial Finance teams.

Health and Safety is critical to the success of KiwiRail and ensuring that every staff member and contractor returns home in the state that they arrived. You will be a safety leader and will be expected to "walk the safety talk" and lead your area of responsibility and team to be a centre of excellence for safety. Activities delivered by this position will be aligned to the business delivering on its strategic objectives and will be achieved by taking full ownership for the provision of analysis, monitoring and reporting on key business drivers.

Dimensions:

Reports to: GM Integrated Delivery Planning and Performance

Responsible for: Senior Business Solutions Lead
Senior Business Partner – Performance & Reporting
Business Performance Data Analyst
Planning Analyst

Location: Auckland/ Wellington

Budget: As agreed in the Business Plan

Internal Contacts: RNIP Programme Manager
 National Planning Manager
 Vegetation Contract Manager
 National Infrastructure Supply Chain Manager
 Integrated Planning Team
 Regional Infrastructure Managers
 Wider Regional Infrastructure Delivery Teams
 CPAD Teams
 Engineering Services Team
 Project Delivery Team (PDT)
 Policy & Funding Team
 CFO Group (Regional and Corporate Finance)
 Administration support teams
 Group Procurement Team

External Contacts: Key Contractors and Suppliers
 Customers
 Local and regional Authorities

Key Accountabilities

Leadership and Strategy
<ul style="list-style-type: none"> • Lead the operational, capability and cultural shift towards customer experience, employee engagement and commercial returns. • Actively lead and facilitate new and different ways of working across teams, encouraging bottom-up engagement and collaboration, and creating environments that promote different thinking and ideas. • Champion a culture that is focused on effective relationships and engagement with our customers (both internal and external), our stakeholders and broader communities. • In conjunction with the Leadership team, contribute to the design and execution of strategy, programmes, and initiatives across area of responsibility. • Translate and deliver strategies, programmes, and initiatives into tactical operational activity across area of responsibility.
Business Management
<ul style="list-style-type: none"> • Support and contribute into leadership team business planning through the provision of information to support operational and CAPEX planning; and development of KPIs for the wider Infrastructure teams. • Promote data quality and ensure that analysis is mainly proactive rather than reactive. • Lead the analysis and modelling of operational performance, cost, trends and forecasts and provide appropriate advice and recommendations. • Maintain a commercial overview of the wider Infrastructure activity to identify and investigate any opportunities and challenges. • Understand the business from a strategic, tactical and operational level • Together with the GM IDPP and the wider leadership team, maintain a commercial overview of the Workbank with a drive to increase external margin growth • Drive growth and efficiency opportunities through the provision of actionable analysis
RNIP Performance Management
<ul style="list-style-type: none"> • Lead the Regional Governance/ Reviews on Monthly Performance along with the GMs and Infrastructure Managers.

- Oversee the RNIP Budget and Deliverables through the forecasting process.
- Lead monthly business and financial reporting along with National Planning Manager, Engineering and PMO.
- Lead the change management process with the regional infrastructure teams and National Planning Manager.
- Manage the Change Request Process.
- Work with the Regional infrastructure teams to ensure adherence to correct processes.
- Work closely with the Asset Management group to ensure Infrastructure group compliance to processes and following correct asset management protocols.
- Influence, challenge and provide high quality, independent and valued advice to the regional infrastructure leaders.
- Ensure delivery of key deliverables agreed under RNIP and work towards achieving KPI targets set in RNIP.

Business Improvement and Reporting

- Take a lead role for providing strategic analysis, advice, and information to support customer/sector growth opportunities including the preparation of business cases.
- Lead business improvement opportunities realisation in Infrastructure Business.
- Innovation capture and implementation to improve productivity and efficiencies.
- Lead the development and deployment of business improvement method and tools, in line with the business improvement strategy.
- Ensure there is a robust commercial challenge to any potential CAPEX request or customer / sector growth thinking and challenge underlying assumptions and question validity as required.
- Ensure the provision of accurate monthly reporting including robust analysis, commentary, and insight of actual and forecast performance.
- Ensure significant variances and trends in business performance are monitored and reported and that strategies are put in place to improve the quality of analysis and forecasting.
- Assist with development of models including cost models, economic models and alternative mode models as a comprehensive pricing tool, Yield analysis by corridor and customer and profitability analysis by corridor and customer

Engage Stakeholders and Customers

- Understand and develop strong and connected relationships with key business leaders, and other stakeholders, ensuring customer, operational and delivery requirements are met.
- Facilitate collaboration and connection across the regional teams, with the Centre's of Excellence and wider KR Business Units.
- Ensure that all activity supports a customer-led strategy, drives innovation and growth and delivers the right outcomes for customers.
- Assist with preparation and management of RNIP budgets– Financial, budgeting and forecasting

Zero Harm

- Demonstrate a strong commitment to safety leadership, and model safety behaviours at all times
- Champion Zero Harm to ensure all staff are constantly vigilant about the safety of themselves and others and comply with all safety requirements
- Ensure that the effects of work on health are well understood, that there are proactive monitoring regimes in place and that measures are being taken based on factual evidence to minimize any health harm risks.

Person Profile

Essential:	Desirable:
<ul style="list-style-type: none"> • Experience in managing business performance, financial planning and analysis • Commercial Acumen • Strong analytical skills essential for evaluating business performance metrics, identifying trends and making data-driven decisions. • Strong understanding of the infrastructure industry • Experience in leading a team 	<ul style="list-style-type: none"> • Experience in nationwide operation and/or freight/construction, transport industry would be advantageous • Project management experience • Experience in best practice asset management and works management.

Education

Essential:	Desirable:
<ul style="list-style-type: none"> • Relevant tertiary qualification in Business / Financial Management/ Commercial Management 	<ul style="list-style-type: none"> • Member of recognised professional body (NZICA or equivalent) • Relevant Qualification in Quality Management/ Assurance