



Role: Governance & Commercial Compliance Analyst

Area: Finance

Sub-Area: Irish Water Business Partnering

Location: Dublin/Cork

Duration: Permanent **Band:** Competitive **Ref:** 235G18

Ervia is a commercial semi-state company which provides strategic national gas and water infrastructure and services in Ireland through our regulated businesses, Gas Networks Ireland and Irish Water. Ervia directly employs over 1,600 people who deliver services to 1.6 million customers daily. Our infrastructure supports economic and social development, protects the environment and enhances the health and quality of life of the Irish people. Ervia is currently undergoing an organisational transformation to centralise the IT, HR, Finance and Supply Chain functions through the formation of an Ervia Business Services model. This will create synergies and a 'one team' Ervia culture. Ervia's Business Services organisation will define, maintain, and operate end-to-end customer focused IT, HR, Finance, Supply Chain capabilities and processes in support of the overall Ervia strategic priorities.

The Role:

The Finance function within Irish Water ensures effective financial management of the organisation and provides the expertise, services and information to support the business in achieving its required business outcomes, including supporting the financial and information requirements of the Ervia Group.

Reporting to the Governance & Commercial Compliance Business Partner the Analyst will act as a support for the Governance & Commercial Compliance Business Partner in the management of the operational performance of Finance between the Business Unit and Business Services. The Governance & Commercial Compliance Business Analyst will help support and cultivate strong relationships, provide a deep understanding of the Business to ensure the correct processes and controls are embedded in the organisation to deliver the required Finance expertise to drive Business performance and deliver a Finance agenda that closely supports the overall aims of the organisation.

Duties and Responsibilities:

- Support the implementation of Finance processes in the Business Unit.
- Support the delivery of the Integrated Audit Assurance Report ensuring key controls are reviewed and evidence based.
- Responsible for the completion of the Internal Control Self Assessment exercise ensuring that the review is evidenced based.
- Review and input into the Risk Registers.
- Assist the process and governance around various committees (investment approval and contract governance committees) in the business and also with adherence to policies across the business. This will include attendance and participation at various meetings.
- Work closely with the business on contract strategy and approvals as the finance interface with supply chain.
- Support the completion of reporting for relevant internal and external stakeholders.
- Developing and rolling out business processes and guidance documents, training/workshops, managing system changes (including testing and implementation) in conjunction with Supply Chain and the owners of policies.
- Developing and maintaining effective working relationships with Business Unit managers and employees and working closely with them to implement solutions to meet their current and future business needs.

- Participate in relevant meetings and developing strong working relationships with Finance customers (within the department, senior leadership, Business Units, HSQE, Legal, Business Services, Business Partners and outside with other organisations and suppliers).
- Liaising with external auditors regarding reporting activities as required
- Keep up to date with best practice.
- Driving and enabling the team in shaping and implementing efficient and effective finance processes and adoption of best practices.
- Other duties as required from time to time.

Knowledge, Skills and Experience:

- A minimum of 3 to 5 years relevant experience operating within a Finance function in a large-scale, complex organisation.
- A recognised accounting qualification (ACA; ACMA; ACCA) or equivalent related experience.
- Strong technical accounting and auditing expertise.
- Audit (external or internal audit), controls or risk experience would be an advantage.
- Working in a constantly changing environment.
- Developing effective cross-functional relationships with the business to accomplish objectives
- Anticipating and proactively managing issues and solving problems.
- Driving continuous process improvements – identifying opportunities, generating ideas, and recommending and implementing solutions.
- Operating in a utility company or in a regulated industry would be an advantage.
- Working with Oracle and Hyperion would be an advantage.
- Prepare reports that are accurate and value-adding to users for the purposes of decision-making
- Prioritise tasks, manage and deliver high-quality work within tight timelines, and manage resources while remaining focused on and aligned to team goals and objectives
- Work independently but also as part of a team.
- Excellent verbal and written communication skills.
- Excellent interpersonal and presentation skills.
- Excellent IT skills including Microsoft Excel, Word and PowerPoint.
- Professional and proactive.
- Enthusiastic and committed.
- Positive attitude.
- Adaptable.

The closing date for receipt of applications for this vacancy is 2nd December 2018.

Group/Shared Services/Gas Networks Ireland Employees

Apply via the e-Recruitment module of Ervia Core Portal

http://core-prd.vip.int.ervia.ie/pls/coreportal_live/cp_por_public_main_page.display_login_page

Completion details can be found here:

<http://bgeportal/HRForms/Shared%20Documents/erecruithowto.pdf>

If you have any questions on the use of the e-Recruitment module, please contact a member of HR Shared Services

Irish Water Employees

Applications, including a current Curriculum Vitae should be emailed to: recruit@ervia.ie

Please include the Reference Number for this Role when making an application

Ervia is an equal opportunities employer