



## Job Opportunity: Finance Systems Support Analyst

**Tattarang** is one of Australia's largest private investment groups and is owned by the Forrest family. Our investment portfolio spans across agri-food, energy, resources, property, hospitality, sport and entertainment. The group is made up of six business divisions: Fiveight, Harvest Road, SFM Marine, Squadron Energy, Wyloo Metals and ZIZ. We believe in investing for growth and pursue opportunities in both the listed and unlisted space with a long-term investment horizon.

**Minderoo Foundation** is a modern philanthropic organisation. We take on tough, persistent issues with the potential to drive massive change. We incubate ideas and accelerate impact. We push the limits of what is believed possible. Minderoo Foundation is independent, forward thinking and seeks effective, scalable solutions. We are proudly Australian, and one of Asia's largest philanthropies, with AUD \$2 billion committed to a range of global initiatives. Our team comprises over 100 employees across seven locations.

### About the role

Based in our iconic offices on the Swan River and reporting to the Finance Systems Manager, this role forms part of a small team that focuses on continuous improvement as the organisation launches into the next period of growth.

Responsibilities include:

- Provide level 1 support to users of finance applications including Dynamics NAV, MediusFlow, FlexiPurchase and Jet Reports
- Monitor system issues and coordinate resolution with functional experts, IT or the application vendor.
- Troubleshoot and resolve issues relating to functionality, user access, data access, posting errors, integration errors, reporting errors etc
- Support senior team members to deliver innovative digital solutions that support process and reporting improvements
- Assist with updates to reports and master data as required
- Create and maintain documentation including finance processes, work instructions, training guides, user security settings and system administration guides.
- Contribute to improvement of support processes in alignment with IT policies including Access, Incident and Change Management.
- Ad hoc support for the Finance team as required.

### About you

You will be a customer service super star with a passion and talent for systems and process improvement in the finance space. Or perhaps you will already be a skilled finance professional who has a keen interest in transitioning to a more systems focused role. You will be able to leverage your demonstrated experience and knowledge to understand, analyse and respond to end user queries. You have excellent communication skills, a positive attitude and are comfortable working in a fast-paced dynamic environment.

### Next Steps

Please attach your resume and a short paragraph highlighting your relevant expertise.

*Tattarang and Minderoo Foundation embraces Equal Opportunity and promotes diversity. We actively encourage*



*Aboriginal & Torres Strait Islander people, men and women of all backgrounds, ages, sexual orientation, and People with Disability to apply.*