

BUSINESS PROCESS ANALYST

We are looking for a Business Process Analyst to support the Group Finance function within Monument Re Group. The experienced candidate will identify areas where finance can develop strategies to streamline processes and workflows and provide support to change management. The role can be based in either our London or Dublin office and will report to the Group Finance Process Manager. Monument Re Group of Companies operates across 10+ offices and data centre locations globally and is actively expanding into new territories.

RESPONSIBILITIES

- Identify and document key As-Is Finance and Business processes and workflows;
- Understand the background and develop root cause analysis using a variety of known process improvement techniques;
- Propose areas for improvement, working with Finance teams to validate To-Be processes, ensuring tangible benefits can be recognised;
- Create process and procedure documentation with acceptable levels of detail to benefit end-users;
- Ensure KPI's are defined, implemented and monitored by individual Finance functional areas for ongoing sustainability of process improvements;
- Assist in preparation of key Business Requirement Documents to help with the implementation of system driven enhancements;
- Working with the Finance team to develop User Acceptance Testing strategies and scenarios;
- Work with the Finance team to support the preparation of quarterly MI packs; and
- Support and interact with other functions such as Project Management, Integration to assist with meeting wider group finance targets.

ROLE REQUIREMENTS

- Experienced Finance process professional with a history of working closely across a variety of Finance functions i.e. Investments, Actuary, Budgeting, Intercompany etc.;
- Qualified accountant with ICAEW, ACCA or CIMA would be preferred;
- Must have experience of having a successful record working on at least one Finance Transformation Programme;
- Essential to have the ability to work iteratively in an agile environment and have an adaptable attitude able to fit the improvements into a highly dynamic company;
- Previous experience of Finance systems across multiple Finance functions with some experience in using ERP systems;
- Must have awareness of control environments within Financial systems and ability to address weaknesses;
- Outstanding interpersonal, verbal and written communication skills and engagement skills with the experience engaging with all levels of employees;
- This role would suit a person who will exemplify the corporate perspective, leadership vision, broad experience and character needed of a dynamic team player, who is energetic and passionate with a positive attitude and excellent technical skills. Be both flexible and adaptable to a changing environment, including working outside of core office hours as needed while having the ability to prioritise work efficiently and effectively supporting employees in offices in a variety of Group locations.