Position description

Position title:	Financial Analyst	**Team:**	Financial Policy
Division:	Group Finance	**Reports to:**	Manager Financial Policy
Department:	Funding & Financial Policy	**Direct reports:**	0
Unit:		**Indirect reports:**	0

Our commitment to te ao Māori	We honour Te Tiriti o Waitangi, accord value to te ao Māori (the Māori world), support kaitiakitanga and are responsive to the needs of Māori. You participate in initiatives to embed te ao Māori into the way we do things. You are willing to develop and build your own understanding and capability to contribute to the delivery of the directorate's Māori outcomes and wider organisation's vision to be responsive to the needs and aspirations of Māori as outlined in the Māori Outcomes Performance Measurement Framework – Kia ora Tāmaki Makaurau.
Purpose of the job	To carry out economic and financial analysis to support business cases and funding applications, and to provide advice on aligning the New Zealand Transport Agency's benefit management framework with performance measures for capital projects. The role will also provide support for long-term modelling and forecasting.
Key responsibilities	• Be aware of, and demonstrate, the principles of Our Charter. This sets out the expectations for conduct at Auckland Council. • Be aware of, and demonstrate, Our Behaviours in ways that support inclusivity and adaptability in every aspect of our work. • At Auckland Council, "health and safety starts with me" (ka timata te hauora me te aria hauata ki a au) and everyone has a duty to keep themselves and others safe. Our Health and Safety Policy Statement and our Health and Safety Management Framework (SMF) explain the specific HSW duties applicable to this role, including Injury Management responsibilities applicable to people leaders. • Prepare benefit-cost assessments for Auckland Transport projects using the New Zealand Transport Agency's Investment Decision-Making Framework, and contribute to the development of business cases, particularly the financial, economic and commercial cases. • Peer review business cases prepared by external consultants, and liaise with other staff, the New Zealand Transport Agency and external consultants on the economic assessment and modelling of projects. Work with Auckland Transport project managers, the Planning & Investment team, teams preparing business cases, the Asset Management team and Auckland Council. • Keep up to date with changes to the New Zealand Transport Agency's Investment Decision Making Framework, maintaining a high degree of expertise in the application of economic methodologies and the benefits

	management framework, and take part in conversations with the Business Case Community of Practice. • Provide advice on the use of the New Zealand Transport Agency's benefits management framework and on the development of appropriate performance measures against which projects can be assessed. • Assist with long-term financial modelling and forecasting to input to Auckland Transport's Annual Plan, Council's Long-term Plan, the Regional Land Transport Plan and the Auckland Transport Alignment Project. • Work on initiatives to optimise funding sources, and invest time to improve understanding of Auckland Transport's business, capital and operating projects and programmes, public sector funding processes and transport economics. • Work in an adaptable and fluid way on key projects and initiatives as required to enable collaboration, cross-skilling and development. This may involve short-term projects in virtual teams and/or the adoption of adaptable work practices. • Be involved with Civil Defence Emergency Management as required.
Outcomes	• Financial and economic analysis is carried out in accordance with the New Zealand Transport Agency's Investment Decision Making Framework. • Financial and economic analysis is presented in a professional format which is easily understood by non-specialists. • Auckland Transport's business cases are robust. • New Zealand Transport Agency staff have confidence in Auckland Transport's business cases, particularly economic assessments, application of the benefits framework and peer reviews. • The success of projects in achieving the performance measures set out in the business case is assessed. • Long-term modelling and forecasting is based on sound assumptions and provides a useful and timely input to long-term planning. • Initiatives for optimising funding are investigated and, if appropriate, implemented. • Te ao Māori is embedded into the way the work is done, and Māori outcomes are supported in line with Kia ora Tāmaki Makaurau, with ongoing growth in personal understanding and capability.
Key skills	• Competency with Microsoft Office applications, particularly Word, Excel, PPT and Outlook. • Highly organised – plans and prioritises well and manages time to focus self and others on the most important activities. • Able to manage multiple tasks at the same time whilst still meeting deadlines. • Identifies risks early and takes action to mitigate potential or actual negative financial consequences. • Has a good understanding and appreciation of the workings and functions of local government, including current and future business drivers and statutory requirements. Is able to rapidly build robust relationships with clients. Understands the concept of adding value. • Driven to achieve outcomes.

Auckland Council behaviours

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	• Personal resilience. Able to sustain a high level of energy and positivity during times when they, the organisation or the group is under extreme pressure. • Excellent written and verbal communication skills. • Accuracy, attention to detail. • Focussed on developing and maintaining strong relationships with colleagues and counterparts in other organisations.

Job requirements	• A tertiary qualification in Finance, Economics or a related discipline. • A minimum of two years' experience in a finance role, preferably in a political or highly complex organisation. • Desired: understanding of New Zealand Transport Agency funding requirements and processes. • Desired: experience in financial and economic analysis of projects and operations. • Desired: expertise in transport or public sector economics. • Desired: investment appraisal experience, including familiarity with intervention logic, investment logic mapping and Better Business Cases.

Disclaimer
The above statements are intended to describe the general nature and level of work being performed by incumbents in the assigned job. They are not construed as an exhaustive list of all responsibilities, duties, or skills required of the incumbent. From time to time, employees may be required to perform duties outside of their normal responsibilities as needed.

Approving manager:	**Version date:**
	November 2026

	Job function:	**Job family:**	**Job:**
Job framework	Finance	Analysis & Advisory	Advisor Finance

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