



Commercial Finance Manager

Metros

Team:	Commercial Finance (CFO Group)	Location:	Auckland
Reports to:	General Manager Commercial - Operations & Infrastructure	Job family:	Finance
Role Type:	Permanent		

About Us

KiwiRail's Role in Aotearoa, New Zealand

KiwiRail delivers sustainable and inclusive growth for our customers, our communities and our people.

For more than 150 years, rail in New Zealand has connected communities, delivered goods and people around the country and showcased our spectacular scenery to the world. Our purpose 'Stronger Connections, Better New Zealand,' speaks to connected people, networks, journeys, experiences, and ways of working that move KiwiRail, the transport sector and New Zealand forward.

Our Workplace

At KiwiRail our values define the behaviour we expect from everyone. We have a team of over 4,500 people and every connection we make with each other, our union partners, our customers and all our stakeholders must be of the highest standard.



Health, safety and wellbeing is our number one priority. Good safety is good business

About the Role

Purpose of the role

We are seeking a highly experienced and commercially astute Commercial Finance Manager to take financial and commercial ownership of all "below rail" metro network assets for the critical Auckland and Wellington metro rail networks. This is a pivotal role within KiwiRail, directly influencing our strategic and commercial relationships with Auckland Transport (AT) and Greater Wellington Regional Council (GWRC) and ensuring sustainable and equitable access to our infrastructure.

The Commercial Finance Manager – Metros (CFMM), serves as a strategic business partner and will lead a team of finance professionals to provide financial oversight and help drive optimal commercial outcomes for KiwiRail's metropolitan (Metro) networks in Wellington and Auckland within the overall Metro Policy & Funding frameworks.

The funding arrangements are complex, often ring-fenced to particular activities or particular policy outcomes, and frequently challenged. Within KiwiRail there are touchpoints both within the Metro Business and Finance/Policy teams. Keeping a consistent and cohesive financial picture of the "whole" is critical.

In addition, the Metro Business has obligations to the Metro customers whose interests may not always align with those of KiwiRail's commercial arms. The Metro Business must act in an even-handed manner consistent with obligations and cannot favour KiwiRail's commercial arms simply because Metro is part of the KiwiRail family.

Significant investment has already been made in the Auckland and Wellington metropolitan networks, and planned work will further develop commuter services in these areas. Once completed, the projects will:

- Sustain the network's capability to accommodate the capacity that City Rail Link ("CRL") creates
- provide a better customer experience for the commuters who already make 22 million journeys on the network each year
- ease congestion on the busiest parts of the network and allow for increased future demand
- deliver a modern network that is more reliable and can be efficiently maintained.

The CFMM will be responsible for supporting the Metro leadership team properly manage the financial aspects of our metro operations, including complex network access agreements, capital investment evaluation, operating cost management and performance monitoring. This role demands a strong commercial mindset, negotiation skills, and the ability to translate financial data into strategic insights that drive positive outcomes for KiwiRail and its stakeholders.

This role reports to the General Manager Commercial – Operations & Infrastructure (GMCI&O) and is the business partner for the metro teams in Auckland and Wellington who must drive operational efficiency, as well as delivering well planned and appropriately prioritised maintenance, capital renewals and investment to achieve high quality outcomes for metro partners (AT and GWRC) and the travelling public. This includes embedding mature robust asset management processes for both new and existing infrastructure assets.

The CFMM's responsibilities include managing CAPEX and OPEX spend within agreed funding RNIP/PTI and local government funding envelopes by optimising budget and forecast accuracy and aligning financial outcomes with KiwiRail's operational and strategic infrastructure goals. This role is pivotal in achieving KiwiRail's mission for "boringly reliable" and efficient rail services.

Key Accountabilities

Funding Optimisation and Management

- In partnership with the Metro & Policy teams strategically balance and manage the complex funding streams for metro network assets, encompassing contributions from central government (e.g., through the National Land Transport Fund and direct Crown investment) and local government (Auckland Transport and Greater Wellington Regional Council).

- Develop financial strategies to optimise the use of diverse funding sources, ensuring the long-term financial sustainability and resilience of the metro rail infrastructure.
- Support the Policy & Metro Teams deliver evidence-based advocacy for appropriate funding levels with all relevant government bodies, translating asset investment needs into compelling financial business cases.

Network Access Agreements

- Support Chief Metro Officers and Auckland/Wellington Metro leaders develop and negotiate.
- the financial elements of the network access agreements with key stakeholders, specifically AT and GWRC, for the Auckland and Wellington metro rail networks reflecting.
- appropriate recovery of costs, allowance for risks, and appropriate performance regimes.

Stakeholder Management

- Build and maintain strong, collaborative relationships with Auckland Transport, Greater Wellington Regional Council, and other relevant external parties (New Zealand Transport Association, Ministry of Transport) financial counterparts.
- Act as the primary Finance point of contact for commercial discussions related to metro network access.

Strategic Business Partnership

- Take ownership and maintain the cohesiveness and integrity of the Auckland & Wellington Metro 3-10 & 30-year financial model and its alignment with the overall KiwiRail financial model.
- Ensure that the financial implications of metro-centric investment decisions and directions are considered in the context of KiwiRail as a whole.
- Provide strategic financial guidance, support, and analysis to the Metro leadership team, influencing business decisions and investment strategies.
- Support the Metro business's drive deliver value for money through strategic partnering and commercial acumen working alongside the Metro Businesses QS resources.
- Support the GM Metro Strategy's programme of business case development including challenge & interrogation to ensure commercial opportunities are explored.

Financial Analysis, Reporting & Budgeting

- Deliver accurate and timely monthly financial reporting and insights, highlighting capitalisation, metro asset costs (OPEX & CAPEX), cost centre costs, and budget variances across metro assets (OPEX & CAPEX).
- Provide high-quality analytical support and reporting for capital and asset management, ensuring alignment with KiwiRail's & Funders performance/reporting targets and obligations.
- In the context of the Metro financial model, consolidate and challenge the Auckland Network Access Agreement (ANAA)/ Wellington Network Access Agreement (WNAA) cost build up, which informs the funding to be negotiated with AT/ GWRC and the Crown
- Lead the development of OPEX budgets for metros including annual budgeting and monthly rolling forecasting.
- Manage the capitalisation processes, ensuring appropriate financial treatment and accurate tracking for all assets and infrastructure projects.

Month End Process

- Oversee the provision of timely and accurate financial reporting and analysis to the Metros business unit managers and senior members of the KiwiRail finance team.

- Oversee the completion of journals and reporting requirements as detailed by the corporate office in a timely manner.
- Oversee reconciliation of specific balance sheet accounts.

Commercial Acumen

- Lead the development and monitoring of Metro budgets, forecasts, and support its cost controls to ensure efficient capital use.
- Provide critical financial analysis on asset and project performance and asset capitalisation to identify cost-saving opportunities and potential risks.
- Support infrastructure investment decisions and business cases with detailed cost-benefit analysis, enabling informed decisions that drive long-term value.
- Maintain a keen focus on cash flow, cost structures, and funding requirements, ensuring sustainable financial health for infrastructure assets and projects.

Process Improvement & Compliance

- Continuously identify and implement process improvements within Metros financial operations to increase efficiency and accuracy.
- Lead initiatives to transform financial reporting into Power BI, enabling automation and self-service reporting.
- Ensure compliance with KiwiRail's financial policies, relevant regulations, and auditing requirements.
- Ensure all vendors/ contractors that are engaged by Kiwirail have appropriate commercial contracts in place and loaded to the central contract repository system.
- Be a key member of the Metro transformation team, including identification and development of initiatives and providing financial analysis support for proposed initiatives.

Leadership & Team Development

- Build and nurture strong relationships across Metros stakeholders, fostering a collaborative and solution-driven culture.
- Mentor and develop the financial team members supporting Metros, promoting a high-performing, accountable, and safety-oriented work environment.
- Ensure appropriate task allocation is conducted to the team, including having sufficient cover when team members are on leave.

Key challenges

- Balancing external and internal stakeholder demands and working across Metros, Infrastructure and Finance to ensure alignment in budgeting, forecasting, and reporting requirements.
- Balancing and optimising complex funding models from central government and local government for metro rail networks.
- Balancing cost, performance, safety and utilisation of metro networks, particularly when stakeholders have differing priorities.
- Providing timely and actionable financial and commercial insights to support decision-making in a fast-paced infrastructure environment with evolving priorities.
- Navigating the complexities of capitalisation for Metros infrastructure assets and ensuring robust financial controls are in place for ongoing and future capital projects.
- Becoming proficient in Maximo and SAP, understanding their interactions, and understanding the limitations, as well as strengths of both systems.
- Developing a deep and insightful understanding of SAP settlements, to ensure financial reports are understood fully, which will enable superior business insights and commentaries.

- Being viewed as key strategic partner to the Metros leadership team.
- Developing a value-add commercial finance team to support the Metros teams to efficiently and safely manage a large and complex asset base.

Key Relationships Here are the key relationships relevant to this role		Manage /Lead	Deliver to	Collaborate with	Advise or inform
Internal	General Manager Commercial – Operations & Infrastructure		✓	✓	
	Commercial Finance Team Members - Metros	✓			
	Metros Leadership Team		✓	✓	
	Chief Metro & Capital Programme Officer		✓	✓	✓
	Chef Infrastructure Officer			✓	✓
	Finance and Treasury Teams		✓	✓	
	Policy and Funding Teams		✓	✓	
	Asset Management				✓
	RNIP External Reporting Team			✓	
External	Auckland Transport (AT), Greater Wellington Regional Council (GWRC)		✓	✓	✓
	Vendors and Contractors		✓	✓	
	Customers		✓	✓	
	External Auditors		✓	✓	
	New Zealand Transport Agency (NZTA)		✓		
	Ministry of Transport (MoT)		✓		

What you will do to contribute

Health Safety and Wellbeing	<ul style="list-style-type: none"> • Actively support KiwiRail's Zero Harm initiatives, promoting a culture where safety and well-being are prioritised across all finance-related activities. • Collaborate with project managers to identify and address potential health and safety risks in infrastructure finance processes. • Report and investigate any incidents or near-misses, implementing corrective actions to maintain a safe working environment.
Customer Focus	<ul style="list-style-type: none"> • Provide accurate and actionable financial insights that enable Metros teams to meet project timelines, quality standards, and customer expectations. • Act as a proactive finance partner to the Metros teams, helping them make data-driven decisions that enhance customer satisfaction and project delivery. • Regularly gather feedback from internal and external stakeholders, using it to improve financial services and processes in alignment with customer priorities.
Commercial Acumen	<ul style="list-style-type: none"> • Lead the development and monitoring of Metros budgets, forecasts, and cost controls to ensure efficient capital use and maximise financial returns. • Provide critical financial analysis on project performance and asset capitalisation to identify cost-saving opportunities and potential risks. • Support Metros investment decisions and business cases with detailed cost-benefit analysis, enabling informed decisions that drive long-term value. • Maintain a keen focus on cash flow, cost structures, and funding requirements, ensuring sustainable financial health for Metros projects.
High-Performing Teams	<ul style="list-style-type: none"> • Mentor finance and operational managers within the Metros business by, developing their skills in financial analysis, reporting, and strategic thinking. • Foster collaboration between finance and Metros teams, promoting shared goals and accountability for project outcomes. • Encourage a proactive approach within the team, motivating members to identify and address issues independently while maintaining high standards. • Regularly recognise and celebrate team achievements, contributing to a positive and supportive team culture that drives high performance.
Process Optimisation	<ul style="list-style-type: none"> • Develop and implement process improvements to streamline financial reporting, ensuring timely and accurate data for decision-making. • Enhance the use of financial systems like SAP and Maximo, optimising project and asset tracking across the infrastructure finance function. • Establish clear procedures for capitalisation and asset management, reducing inefficiencies and improving data accuracy. • Collaborate with other finance leaders to share best practices, integrating innovative solutions that improve service delivery and financial insight.

Decision Making

The position is responsible for key decisions that shape the financial and operational success of infrastructure. This includes:

- Financial Tracking and Insight: Ensure accurate financial tracking and provide insights to support initiative outcomes.
- Risk Management: Identify and mitigate financial risks, advising on solutions to maintain project stability.
- Resource Allocation: Allocate financial resources effectively, aligning with project priorities and transformation goals.
- Strategic Project Delivery: Guide project delivery decisions to ensure initiatives are financially sustainable and aligned with KiwiRail's strategic objectives.
- Stakeholder Advisory: Offer informed, timely advice to project teams and stakeholders on operational and financial issues.

Human Resources Delegations	Nil
Direct reports	2 <ul style="list-style-type: none"> • Senior Management Accountant – Metros • Management Accountant – Wellington Metro • Management Accountant – Auckland Metro (Not Yet Approved - TBC)
Total team	2
Finance Delegations	As per role specific delegations
Budget (operating and capital)	As per role specific delegations
Travel Delegations	Nil
Statutory powers	Nil

Physical demands and the nature of work

This role is administration-based and requires:

- prolonged sitting and high computer usage
- limited walking, standing, twisting, bending (at the waist), crouching (bend knee)
- carrying of laptop and paperwork when alternating between home and office
- limited lifting of up to 7 kg archive boxes

Your role may include other tasks suited to your level, as your manager directs. This job description shows your current duties. We'll review and update it with you if your responsibilities change.

About you

Knowledge and experience

- You bring at least seven years of experience in a commercial finance role, with a strong emphasis on contract negotiation, financial modelling, pricing and stakeholder management.
- You possess experience in infrastructure or asset-intensive industries is highly desirable.
- You demonstrate experience managing complex financial agreements with external entities (e.g., government bodies, major clients).
- You demonstrate experience in high-level financial reporting, budgeting, and forecasting for large-scale capital projects.
- You possess a working knowledge of ERP systems, particularly SAP or Maximo, and are adept at leveraging these for financial and asset management.
- You have a track record of strategic financial partnership with senior management, including influencing and challenging decisions.
- You can use computer tools for information management
- You know how KiwiRail interacts with other agencies and the Government

Ways of working / Work-related qualities

- You communicate effectively with stakeholders at all levels, fostering a culture of transparency and trust.
- You exhibit strong decision-making abilities, showing agility and strategic insight in a complex project environment.
- You demonstrate resilience and adaptability, working effectively under pressure and navigating organisational change.
- You prioritise customer needs, aligning financial strategies to deliver high-value outcomes for KiwiRail.
- You champion diversity, inclusion, and collaborative practices, contributing positively to KiwiRail's work culture.

Other Requirements

- You can pass regular drug and alcohol screenings
- You have a current and valid NZ Driver's Licence

Qualifications

- You hold a degree in finance, accounting, or a related field.
- Relevant professional certification (e.g., CPA, CA) is preferred.

**CREATING
STRONGER
CONNECTIONS**

The KiwiRail logo, featuring the word "KiwiRail" in a bold, sans-serif font, followed by a stylized graphic of a kiwi bird's tail feathers.