

# Reporting Business Analyst - Trading, Risk and Operations

## London

An exciting opportunity to work as a Business Analyst has arisen in our London office.

We are the UK's leading supplier of road fuel. This is our 27th year in business. We have grown from a bedroom start-up in 1992 to become the UK's only national fuel supplier. We are now building on our UK experience to grow internationally. In the year ended December 2017, we supplied 19.7 billion litres of fuel. By being the fuel supplier with the lowest cost and the highest service levels, we aim to earn the loyalty of existing customers, win business in the new sectors and new markets and ensure our continued growth.

To support this growth we are constantly reviewing our IT architecture landscape and now preparing ourselves to the "world of clouds". We are, therefore, forming a very diverse team with people from all sets of knowledge and skills and searching for a versatile candidate who can perform both improving already delivered features but who also has the courage to challenge ways of working and propose new features.

We are currently implementing and integrating a ERP and a CTRM solution and we are recruiting an experienced Business Analyst to facilitates the relationship between the business (in this case, mainly guiding our global Finance leadership team - Risk, Treasury and Financial Services) and technical roles, ensuring accurate and appropriate decisions are made. It is therefore essential to the successful candidate to have business experience using systems such as TPT.

From time to time, the Business Analyst may be required to cover some Project Management functions related to smaller changes or short project, therefore we also expect the candidate to hold qualifications such as ITIL, Prince 2 and Agile. Training will be provided at no cost for these disciplines if necessary

## Responsibilities

Working closely with traders, operators and the risk team, the Reporting Business Analyst will assess the requirements for current reports and possible improvements and translate them to the technology team helping to reduce our reliance on spreadsheets, cleansing and manipulating our data to drive more accurate and possibly some real time reports. Ultimately, the reporting BA should support the Market Risk and Treasury teams to act as a vital control function enabling trading in a responsible, transparent and controlled manner and to ensure the full lifecycle of trading activity is captured accurately (both physical and paper)

All phases of development should be covered by the BA; from design, , to internal/user testing, (presenting solutions to the business) rollout and transition to support (project managing the implementation of solutions).

The BA will be responsible for:

- » Assisting the Market Risk and Treasury in the formulation and promotion of their vision
- » Owning the relationship with Market Risk and Treasury, ensuring that new reporting requirements are gathered and delivered according with business priorities. Supporting and facilitating unambiguous and timely communication between business and technical participants in the project
- » Fully understand the inputs and requirements that are required to assist the production of new daily Profit & Loss reports (mark to market) directly from the CTRM and identifying gaps and report differences. Taking responsibility for tracking them through to business acceptance
- » Use initiative and lateral thinking to identify gaps in and develop/implement reports to increase transparency for stakeholders in the business.
- » Become the first point of contact for Analysts on the desk when reports are needed, helping to guide and support them when needed.
- » Working closely with Accountants to understand and support the reconciliation process between the reported middle office P&L figures and the monthly accounts always using the CTRM system and moving away from spreadsheets
- » Working closely with major stakeholders to ensure the team's focus is on the highest priority items. Ensuring that the business and organisational implications of day-to-day evolution of the solution are properly modelled and thought through
- » Ensuring the impact of business decisions is reviewed in the context of the project
- » Liaising with the Business in organising support for the reports through implementation into live.

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## Essential

- » Up to 5 years of experience within the physical and paper oil trading environment and CTRM implementation experience
- » An IT or Maths background – Finance, Computer Science or related discipline.
- » Business and process knowledge of trading, risk management instruments and physical oil operations.
- » Experience of working in a team that delivers high availability service.
- » Excellent communication and team working skills.

## Nice to have

- » Experience of using a structured approach to incident and change management of critical production systems.
- » Experience of writing business requirements, functional specifications and preparing test strategies and test plans.
- » Proven capability in project management (Prince 2, ITIL and Agile qualifications), business analysis, issue management and relationship management with both the business and vendors.
- » Focuses efforts and prioritizes work to deliver business value.
- » Overcomes obstacles and adapts approach to achieve outstanding results.
- » Bias for action – does things before being asked to or forced to by events.
- » Progresses issues, even when only partial information is available.
- » Anticipates future situations and plans ahead to meet them.
- » Thinks outside the normal parameters, takes unusual perspectives on situations, challenging traditional thinking.
- » Builds networks to enhance effectiveness and shared knowledge.
- » Actively seeks out know-how and best practice, related to own area of contribution.
- » Demonstrates shared commitment to team success.
- » Promotes open and effective communication.
- » Coaches others to help their development.
- » Continually looks for ways to do things better, faster and more effectively.

People are key to our continuing success and we work hard to reward, develop and retain staff. Benefits go beyond financial incentives to include career development through sponsorship of professional qualifications and mentoring by senior members of the team, to help new employees understand our unique culture and approach to earning customer loyalty. Greenergy offer a comprehensive benefits package which includes;

- » 25 days holiday per year, increasing by 1 day after 5 years' service for every full year up to a maximum of 30 days plus bank holidays
- » Private Medical Insurance
- » Worldwide Travel Insurance
- » Company Pension
- » Life Insurance cover of 4 times basic salary
- » Eye Care Vouchers, Flu Jabs
- » Ride to Work Scheme
- » Access to a discount site for things like eating out, health and leisure etc.
- » You will also have access to the 24/7 Employee Assistance Programme.
- » Excellent Staff Facilities

Greenergy offer a competitive salary along with excellent career progression opportunities and company benefits. If you are interested in joining the Greenergy team, please submit a current CV along with a cover letter highlighting how you meet the competencies for the role and detailing your previous experience.

Your cover letter along with your CV will be used to assess your application, therefore applications without a covering letter will not be considered.

Please note, due to the volume of applications we regret to advise you that we are unable to respond to Candidates who are not short listed for this role.

If you should have any queries regarding this position please call Debbie Rees 01827 302298

NO AGENCIES – thank you.

The Greenergy logo features the word "Greenergy" in a bold, dark blue, sans-serif font. A thin green vertical line is positioned to the left of the text, extending from the bottom of the page towards the top.