

Position title:	HR Platform Implementation Lead - 6 month contract
Department:	Business Transformation
Team:	Acceleration Hub
Reports to:	Michelle Nebbs
Direct reports:	None
Location:	Melbourne
Document review date:	16/07/2024

Role overview

We are in the process of implementing a new SaaS Human Resource Platform and are seeking an experienced HR Platform Implementation Lead to join our People and Safety team. This is a unique opportunity to work with a leading organisation and play a pivotal role in the successful implementation of our new HR system.

Reporting directly to the Head of Business Transformation, you will lead a working group team and collaborate with cross-functional stakeholders to navigate a complex programs of change, bringing together multiple disparate systems to one integrated solution. Your project leadership will be pivotal in the delivery of sustainable implementation of this program which touches all aspects of Tilt Renewables development, delivery and operations.

The Implementation Lead will be responsible for overseeing the entire implementation process, led by the Head of Transformation and working closely with various teams across the business to ensure the new system is configured to meet our specific needs. The role will be responsible for ensuring the implementation achieves the articulated desired outcomes for the project, ensuring that the business receives a fit for purpose solution while caring for the Tilt Renewables culture.

This role is central to the success of Tilt Renewables' strategic ambitions. It is an opportunity to play a critical role within a leading Australian renewables business to help drive the energy transition in Australia.

Key Accountabilities

The key accountabilities may include (but are not limited to):

- Lead the implementation of the new HR system, including planning, execution, monitoring, and closing of the project.
- Collaborate with People & Culture, IT, Finance (Payroll) and other departments to gather and document business requirements and process mapping.
- Manage the project plan, timeline, and budget.
- Manage data and system analysts who are providing support to the program.
- Coordinate with external vendors and consultants to ensure seamless integration and customisation of the HR system.
- Oversee and deliver data migration, system configuration, and testing processes.
- Ensure that all project deliverables meet quality standards and business objectives.

- Ensure payroll system is compliant with all legal obligations.
- Provide regular project status updates to senior management and stakeholders.
- Develop and implement a change management plan to ensure smooth adoption of the new system, in conjunction with the Change Lead.
- Train and support end-users to ensure they are proficient with the new HR system.

Key Relationships

This role will work closely with:

Tilt Renewables stakeholders:

- People and Safety team
- Acceleration Hub team
- Technology team
- Payroll team
- Executive
- All staff
- There are no direct reports to this position

External stakeholders:

- HR system vendors, IT services support vendors

Skills and Experience

Experience

- Tertiary qualification in human resources, information systems, project management or equivalent experience
- Minimum 5 years' experience in an implementation role with at least 3 years experience in an HR SaaS Platform implementation lead role.
- Employment Hero implementation experience preferred or proven experience in leading payroll implementation.
- Ability to train and support end-users.
- Experience with data migration is highly desirable.
- Change management experience.

Skills

- Strong project management skills, with a **project delivery mindset**
- Excellent **stakeholder management and communication skills**.
- **Analytical mindset** with the ability to measure and track change metrics, assess change impact, readiness, and stakeholder needs.

- **Excellent communication:** Verbal communication and writing skills for conveying the purpose and implications of the project, its risks and benefits to stakeholders.
- **Collaborative:** Working with various teams and individuals at all levels is crucial. Ability to build consensus and influence decision-makers.
- **Adaptability and flexibility:** to navigate complex and dynamic environments in a culturally sensitive way.
- **Change Leadership:** Ability to influence and lead others toward common goals.
- **Organizational Skills:** Superior organising skills are essential.

Qualifications

Minimum graduate level degree Human Resources, Information Technology, Business Administration, or a related field.

Project Management Certification preferred (PPM, PMP, Prince2 or equivalent)

Key Competencies and Capabilities

- Strong leadership and project management skills
- Attention to detail
- Ability to communicate complex systems in a simple manner
- Work with people at all levels within the business
- A structured approach to problem solving

About Tilt Renewables

Tilt Renewables aims to be the leading developer, owner and manager of renewable energy generation assets in Australia. With 1.7 GW of Operational Assets and a pipeline of over 5GW we are well positioned to achieve this.

We are proudly Australian with strong brand recognition known for developing and operating, high quality assets in Australia with a long-term owner's perspective. With a significant pipeline of development opportunities, we have an appetite for growth.

Our approach is to adopt a pragmatic view of the development, asset operation and energy market functions focussed on optimising customer, investor, employee and community outcomes. This requires agile and effective decision making and outstanding execution of opportunities.

Credibility in the eyes of our investment stakeholders as well as strong relationships with our customers, key suppliers, contractors and the communities we operate in are critical to Tilt Renewables' success. Tilt Renewables has corporate offices in Melbourne and Sydney and a rapidly growing capable team of approximately 120 employees who can apply themselves to any issue or opportunity, regardless of functional structure.



We are committed to a customer centric renewable energy solution, building on our enviable track-record, experience, and reputation.

Our Vision

Our vision ***to drive the transition to renewables through everything we do*** focuses on us helping create the world we want to be part of and to look for those opportunities in everything we do.

Our Values

Developed by our team to reflect what matters most to us, our values are simple, unequivocal, and focused on how we generate a difference – for our business, for our people, for our investors and for the communities we work with.

We are People Powered | We Get It Done | We Lead

Our Investors

Tilt Renewables has three key investors:

- Future Fund (40%),
- QIC (40%); and
- AGL (20%)