



Te Pūtea Matua | Reserve Bank of New Zealand

Position title	Senior Project Accountant
Group	Operations
Reports to	Programme Director Project Waitoa
Reference Level	17

Te Pūtea Matua, the Reserve Bank of New Zealand (RBNZ), is New Zealand's central bank. Toitū Te Ohanga, Toitū Te Ōranga - We enable economic wellbeing and prosperity for all New Zealanders.

Our vision is Great Team, Best Central Bank, expressed as Matangirua Ki Matangireia – working as one towards our ultimate purpose. We operate with Tauria / Integrity, Wānanga / Innovation and Taura/ Inclusion.

Kaupapa rōpū | Group purpose

The Operations Group provides strategic support to RBNZ by ensuring effective governance, security, and operational excellence across key functions. This includes fostering a resilient culture, enabling secure technology and data management, optimising financial and procurement practices, and safeguarding assets and people. The Group drives RBNZ's ability to meet its mandate by ensuring organisational efficiency, adaptability, and compliance in a dynamic environment.

Kaupapa mahi | Role purpose

Project WAITOA ("the Project") is RBNZ's undertaking to review its vaulting and cash distribution services and to consider options to support current and future business operations.

The purpose of Senior Project Accountant role, is to provide strategic financial leadership across the project lifecycle, ensuring robust financial management, accurate reporting, and effective commercial decision-making. The role delivers high-quality financial insights and governance support to enable successful project outcomes, informed investment decisions, and strong financial stewardship.

The Senior Project Accountant will assist the Project Team, Project Sponsor and Steering Committee in making informed financial decisions and support achievement of projects' key deliverables.

This role will have a dotted line to the Senior Manager Finance.

Ngā kawenga matua | Key responsibilities

- Building and monitoring project budgets, ensuring alignment of expenditure with project deliverables and milestones.
- Analysing commercial and funding options, recommending financially optimal pathways for the project.
- Contributing financial analysis and modelling to business cases, change requests, and Better Business Case documentation.
- Ensuring all financial transactions (invoices, internal costs, recharges) are correctly coded, approved, processed, and reflected in forecasts.
- Leading month-end processes, including accruals, internal staff hour capture, and allocation of overheads.
- Preparing monthly financial reports (including developing and maintaining dashboards) highlighting progress, variances, risks, and opportunities. Support preparation of Portfolio Management Reports, RAP reporting, and other required financial summaries.
- Monitoring and maintaining actual and forecast costs against contracts, proactively identifying issues and advising on financial solutions.
- Collaborating with project teams on future procurement planning for both capital and operational expenditure. Engage regularly with the organisation's Finance team to ensure the right information is shared and financial advice is well-informed.
- Supporting governance committees with accurate financial delegation reviews, financial reporting with insights, to improve financial transparency and decision-making.
- Contributing to continuous improvement of financial processes, tools, and reporting frameworks.
- Operating with a one team mentality by collaborating with others to enable 'best for RBNZ' outcomes.
- Demonstrating our values and behaviours consistently to support our desired culture.
- Contributing as required to the delivery of Group and cross-functional strategies, activities, initiatives and programmes / projects.
- Supporting the integration of Te Tiriti, Te Ao Māori and diversity, equity and inclusion within our organisation.
- Taking proactive responsibility for your own health, safety, and wellbeing, and fostering a safe and healthy work environment by identifying, reporting, and managing risks and hazards.
- Developing and maintaining external relationships as required.
- Operating in line with RBNZ's policies and procedures.

Wheako whai take | Relevant experience

- At least 5+ years of project accounting experience in a commercial or government organisation with significant infrastructure/capex projects experience.
- Professional certification such as CA is preferred.
- Strong knowledge of NZ IFRS / PBE IPSAS on infrastructure or capex accounting principles.
- Proven ability to solve problems using analytical skills and critical thinking as required. for areas of challenge and opportunity.
- Strong written and verbal communication skills with an ability to speak 'non-finance' to stakeholders.
- Collaborative mind-set and ability to engage effectively with a wide range of stakeholders and Teams.
- Excellent attention to detail and accuracy.
- Focus on providing service to customers and developing continuous improvements.
- Experience with TechnologyOne Finance System (Ci or Ci Anywhere) would be an advantage.
- Sound judgement and the ability to think holistically across a broad range of issues.
- Demonstrates knowledge and application of Te Tiriti o Waitangi.

Ā mātou whanonga | RBNZ behaviours

As important as what we deliver is how we deliver. We hold people front and centre to our mahi, our way of working is guided by our values which shape our behaviours. Our Individual Performance Framework details these expectations.