TM1 Administrator : 6-9 month contract

The Finance Department incorporates a number of teams: Business Finance, Finance Operations, Corporate Actions and Projects, Investor Relations and Internal Audit. As part of the merger between the LSE and Borsa Italiana the LSE financial systems (MS Dynamics GP and TM1) will be migrated to Borsa Italiana. This key role which reports to the Reporting Systems Accountant, is within the Business Finance team, to primarily to take over the day-to-day responsibilities of the Reporting Systems Accountant (who will be focused on the integration) and to support on integration work as required.

Key Responsibilities	Key Behaviours		Candidate Background

• Take over most of the day-to-day TM1 administration activities of the Reporting Systems Accountant which include:
  • Support TM1 users in all general TM1 inquiries/issues, and increasing their understanding of TM1.
  • Updating dimension elements and structures via TI and Dimension worksheets
  • Updating cube data via TI and Flat Files
  • Oversee the Month End Roll Over Processes (TM1 and ERP system)
  • Ensuring that the ERP system and TM1 is properly synchronized
  • Managing TM1 Client/Group security
  • Updating primary TM1-Excel reports (reports will include VBA)
  • Creating/assisting with ad-hoc querying and reports
  • Updating mapping tables
  • Provide support in the budgeting/planning cycles.
 	
• Other responsibilities
  • Updating TM1 Rules & TI processes. May involve rewriting existing Rules and TI processes.
  • Assisting in the migration of TM1 from version 8.4 to 9.1
  • Assist in the mapping and migration of multiple Chart of Accounts (CoA) to a new Group CoA using TM1
  • Working with TM1 users to redesign reports based on the new CoA.
	High Performance	• Encourages innovation and new ways of thinking.
		• Driven to ensure all tasks undertaken are completed at a high quality.
		• Once requirements have been defined and agreed be able to work independently to develop solutions.
			Experience
			• Experience in a TM1 administrator/developer role within a large commercial organization or TM1 consultancy, with a sound understanding of the Financial Reporting, Budgeting and Planning functions.
			
			Technical Skills
			• Advanced Excel skills including VBA (Access skills will be advantageous)
			• Experience in integrating of TM1 with external data sources (SQL Server/Microsoft Dynamics preferred)
			• Experience designing dynamic TM1-Excel reports.
			• At least general Turbo Integrator and TM1 Rules skills.
			
			Personal Skills
			• Analytical and attention to detail.
			• Organised, methodical and enthusiastic.
			• Be able to work to tight deadlines.
			• Ability to manage own workload and work independently
			
			Other
			• Degree level qualified (Accounting, Business, IT or numerate degree).
			• Accounting qualification (ACA, CIMA) at least part qualified.

	Communication	• Oral and written communications are tailored to audience needs, structured and concise especially technical terms and details.	
	Collaboration	• Always follows up and delivers on agreed action points. • Work in a controlled software development environment.	
	Planning	• Ensures all activities have transparent and communicable plans. • Manages expectations of deliverables. • Keeps the Reporting Systems Accountant updated, and escalates issues when necessary.	
	Analysis & Problem Solving	• Ensures that the solutions developed are dynamic and future proof.	
	Delivery	• Prioritises according to business goals and ensures delivery of all projects undertaken.	