



Job Profile

Senior Manager Investment Assurance

Group: Finance & Commercial

Job Summary

To be completed by People and Culture team			
Job Family	Legal & Governance	Career Stage	G
Job Function	Audit and Compliance	Career Stream	Leadership
Coverage EA = Enterprise Agreement ICE = Individual Contract of Employment	ICE	Last Modified Date	15/09/2026
To be completed by Manager ~ (Team Size relates to People Leadership)			
Work Environment	Hybrid	Team Size	6
People Leader	Yes	Indirect Team Size	0

Who we are.

At Sydney Water, we exist for our customers. We're more than 3,500 people working together, striving to do more and be better—better for the environment, our customers, our people, and our water. Our people are passionate about working together, and driving agility, accountability, innovation, sustainability, and exceptional customer experiences.

Sydney Water is the main provider of water, wastewater, recycled water, and stormwater services in Greater Sydney. Our employees are dedicated to our customers, ensuring services are reliable and affordable, we are proactive and easy to engage with, forward-thinking, and environmentally focused.

Working with us means helping to provide essential services, safeguarding Sydney's future with a sustainable water supply, and protecting our iconic waterways. Our strategy guides our journey to enhance customer outcomes and continue delivering robust services to our city into the future.

Job Purpose

Reporting to the Principal Manager Investment Governance the role is responsible for providing advice and assurance to the Board, Managing Director, Executive and Leadership regarding the opportunity, risks, prudence, efficiency and robustness of proposed investment decisions (for an investment program of around \$3 billion a year). The role will partner with the Executive, business managers and stakeholders to ensure that investment proposals meet commercial and management objectives. The role also partners with Portfolios, and business leads to integrate lessons learnt into future projects, to develop actionable, robust benefits identification in business cases and tracking benefits to maximise realisation. The role is a key stakeholder relationship representative with Infrastructure NSW and NSW Treasury in relation to external project governance and assurance requirements.



Job Specific	The role has full manager accountability for leading the Investment Assurance Team of six specialist staff, developing the team, coaching, assigning, monitoring and reviewing work. The role provides assurance to the Board, Managing Director, Executive and external agencies such as NSW Treasury, INSW and IPART regarding the prudence, efficiency and robustness of proposed investment decisions. Key accountabilities include: • Lead the investment assurance reviews. Assess the rigour and adequacy of investment and procurement proposals (the pink slip review process) for Executive management, including: ○ reviews of business cases and procurement strategies testing for robustness and advising management of any issues, working with proponents to ensure efficiency, risk mitigation and maximum value to customers ○ providing guidance / instruction to business case writers, to improve business case submissions ○ ownership of project approvals processes ○ provide training to Sydney Water employees and contractors on business case preparation ○ assure that adequate governance of project approvals is in place across the corporation ○ assure that business decision frameworks are robust and properly applied. • Owner of the business case templates and investment assurance process. Driving a continuous improvement focus. • Partner with the Executive, business leaders and stakeholders to ensure that investment proposals meet commercial management objectives. • Participate at governance forums as relevant, represent Investment Assurance and provide secretariat function for the Executive level Investment Review Committee. • Provide stakeholders with professional and specialist advice relating to investment proposals. • Contribute to Board, Committee and Executive papers for relevant reporting and decision making. • Key stakeholder relationship representative with Infrastructure NSW and NSW Treasury in relation to external project governance and assurance requirements. • Key contributor to benefits management and working across the organisation to enable effective tracking of benefits. • The role requires strong influencing and the ability to constructively challenge, examples of this may include: ○ advising Executive General Managers and leadership that investment proposals are not supported (in some instances) and working with them on alternative solutions. Possible escalation to Managing Director if issues cannot be resolved. ○ advising the Board of issues with projects. • Drive a culture of continuous improvement across organisational investment approvals including managing the alignment of project approval activities across the wider Finance and Commercial Group. • Understand Sydney Water's corporate strategy and demonstrate Sydney Water values and behaviours to contribute to a positive and productive working environment. • Participate in health, safety and wellbeing activities such as wellbeing support activities, incident investigations, safety meetings, safety inductions and safety training. • Participate in ongoing process and system improvements to support and improve business efficiently and risk management, and staff work environment.
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Education / Qualifications

Required	Relevant business degree qualification (e.g. Finance, Business, Economics,)
Desired	- Professional Accounting Qualification / MBA - Portfolio management, Project management qualification, or experience deemed equivalent.

Certifications / Licences

Required	
Desired	

Experience

Required	- Significant experience (10 + years) in investment appraisal and assurance (including business case development and review), preferably in an infrastructure / utility / regulated organisation. - Expert in investment analysis and assurance and experience in Portfolio Management practices. - Experience in INSW gateway assurance process and development of business cases. - Demonstrated ability to positively influence and work collaboratively with all levels of an organisation to achieve improved business outcomes. - Excellent relationship and stakeholder engagement and influencing skills – interpersonal skills and self-awareness. - Demonstrated experience partnering with and obtaining buy-in from senior management and Executives. - Ability to facilitate forums and workshops with Executive and senior management to achieve required outcomes. - Demonstrated ability to think strategically about risks and opportunities on a range of timeframes, balancing short term imperatives with medium and long-term benefits. - Excellent / advanced planning skills. - Excellent analytical skills and able to distil complex concepts and information into accurate, concise and simple messages that are easily understood. - Experienced at developing reports, insights and articulating these in a clear and concise manner. - Excellent writing skills and demonstrated ability to prepare options papers and briefing notes to senior management and the Executive/Board.
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	• Proven leadership skills in a medium or large organisation with a focus on teamwork, goals and priorities. Strong ability to coach and develop the skills of others. • Ability to manage and prioritise projects and working to tight deadlines, across multiple stakeholders. Works well under pressure and is flexible and adaptable to respond to unplanned and unexpected events and issues. • High integrity, self-motivated with a strong results and outcome focus • Understanding of the Independent Pricing and Regulatory Tribunal's pricing process.
Desired	• Experience in undertaking and overseeing post implementation review and benefits management.

Capabilities and Skills

The capability and skill requirements for this role are identified in the skills profile listed below. This is comprised of Enterprise Capabilities, that are essential for all roles and functional skills, which are specific to each role.

Enterprise Capabilities (F-H)			
Capability	Descriptor		
Accountability	Sets direction and motivates others to hold themselves accountable for achieving goals. Leads by example, collaborates, and sets a high standard for accountability and commitment.		
Agility	Creates team culture to encourage agile ways of thinking and working. Role models flexibility and adaptability in teams/business areas.		
Innovation	Improves or adapts existing methods and processes to achieve greater value. Manages risks, is open to and shares lessons learnt with others.		
Functional Skills			
Skill	Priority	Essential or Desirable	Proficiency level
Business Acumen	1	Essential	Advanced
Analytical Skills	2	Essential	Advanced
Influencing Skills	3	Essential	Advanced
Stakeholder Management	4	Desirable	Advanced
Critical Thinking	5	Essential	Advanced
Interpersonal Communications	6	Essential	Intermediate
Business Writing	7	Essential	Intermediate
Investment Analysis	8	Essential	Intermediate
Due Diligence	9	Essential	Advanced
Strategic Thinking	10	Essential	Intermediate
Proficiency Level Descriptors			
Developing - Building practical experience, needs continued coaching.			
Intermediate - Independent execution, minimal guidance.			
Advanced - Fully independent execution, coaches' others.			
Mastery - Strategic, sought as expert internally and externally.			

Additional notes

Sydney Water takes the safe provision of its services to the public and the protection of its information assets extremely seriously. As a Sydney Water employee, you are required to understand your obligations under the [Acceptable Use of Information Technology Policy](#) and how Sydney Water's Information Technology is to be used. You must also help keep your workplace secure by ensuring you do not enable non-authorised people access to sites, maintain the integrity of locked entries and exits, and where appropriate, alarms being engaged.

Sydney Water requires all users to embrace and adhere to all enterprise and protective security policies, awareness programs and frameworks for Sydney Water assets.