

Position Description

Position Title:	Product and Customer Delivery Analyst
Group:	NZX Data Team
Reports to:	Data Manager
Location:	Wellington
Start Date:	July/ August 2008

About NZX:

NZX is an organisation whose operations are characterised by a dynamic operating environment and a clear focus on growing shareholder wealth, delivering new revenue pipelines and quality service within a framework of responsible financial and resource management, both domestically and offshore.

Since becoming a public company, NZX has consistently delivered growth in value for its stakeholders. In four years, NZX has transformed from a “mutual/co-operative” mentality into a sophisticated and growth-focused business, demonstrating its ability to add value to both its core businesses and to newly acquired ones. The firm is strongly committed to continuing this, and to contributing to New Zealand’s economic well-being and growth.

Current group structure:

NZX has diversified to provide a comprehensive range of data services and business intelligence tools including; prices, indices, exchange traded funds, managed funds, daily news and agricultural monitoring and reporting.

Data services is now NZX largest and fastest growing business area. It is within this dynamic and growing data service area that an exciting opportunity has arisen for a driven and capable data analyst.

Customers of NZX’s data services and business intelligence tools include top end businesses and corporations throughout Australasia, but also in the UK, US, Asia and South America.

Purpose of the position:

The successful applicant will be responsible for the day-to-day management of data customer queries (internal and external) including subscription management, invoicing, running of data queries and internal reporting. The successful applicant will provide operational support to the Indices Manager – running both debt and equity indices. Additionally there is also potential for an applicant with sufficient appetite to work on a number of projects across the data team & NZX – involving research, product development and sales.

Person Specification:

Our ideal candidate will enjoy working on a variety of tasks, be naturally flexible and able to prioritise. This position would ideally suit a recent graduate or someone looking for a financial services career.

Competencies and personal characteristics we see as important to success include:

- Customer focused and action orientated
- Highly analytical and strong numerical skills are essential
- Attention to detail is vital
- A flexible approach is needed given that NZX's fast moving data businesses continually presents challenges and opportunities to all staff
- Desire to generate and take advantage of opportunities available within NZX
- Willingness to take on more responsibilities and challenges
- A passion/knowledge for the financial markets an advantage
- Confidence in dealing with a wide range of people
- Well organized with a high level of competency
- Ability to work as part of a team and as self starter

NZX is committed to developing its people. When recruiting, we look at candidates not just with the sought position in mind, but also the candidate's future growth and potential within the firm. While the immediate focus is on data customer services, applicants should view this solid base as a real opportunity develop their own career.