

## About the role

### Proposed Role

Portfolio Reporting Lead

### Location and hours

Bristol or Edinburgh

35 hours per week

Hybrid working with minimum 3 days per week in the office

### Band

Expert

### Main responsibilities

This position sits within the MO Technology function and reports into the Portfolio Partner.

- You will be responsible for managing the Portfolio reporting tool, working with the portfolio team leads to create and automate reporting that integrates product, project and portfolio level reporting
- Alongside the Portfolio planner, you will work to ensure the front door to investment allocation/decision making process is running as efficiently as possible.
- You will be the reporting lead for the portfolio team interfacing with finance, HR and the product/business teams where relevant. The role will work closely with the Data CoE, tooling and automation focussed, leading the activity to consolidate, automate and streamline all portfolio and centralised technology reporting.
- You will create the reporting mechanism that ensures a continuous cohesive view of all Investment (product, project and pipeline).
- You will lead the activity around managing the current portfolio tool and the process to implement and embed our future ready and AI focussed portfolio tool.
- You will manage and enhance the central Technology KPI dashboard using Power BI and other relevant tooling.
- The role will also be a central presentation resource supporting with deck building for QBR's, AOP and other key Technology wide submissions.

### About you

- Experience working in agile environment and has previously worked with Agile and product methodology
- Demonstrable experience in change management through both portfolio management and outcome/value focussed product/project delivery
- Significant experience as a data analyst ideally within a change portfolio space
- Thrives in a fluid environment, helping to drive positive change
- Experience working with very senior internal/external stakeholders
- Experience with business storytelling and building compelling PowerPoint decks
- Very strong Power BI, PowerPoint and other reporting capabilities
- Experience working with AI portfolio tooling to create insight driven MI reports
- Demonstrable experience in building portfolio dashboards, reports and presentations
- Systems thinking, problem solving, analytical skills & a collaborative team player with strong relationship management skills
- Highly Numerate with an ability to translate strategy into commercial value

# Motability Operations

## Minimum criteria

- A solid understanding of Technology operating models and the evolving technology landscape/trends
- Strong Power BI and reporting experience
- Experience working with and implementing Portfolio and Product tooling
- Very strong commercial and financial experience
- Very strong EQ and ability to work with a myriad of stakeholders at varying levels of seniority.
- Demonstrate the ability to create and embed strong and forward-thinking reporting and insight
- Broad technology experience with a good understanding of the underlying technology functions (Engineering, Architecture, data)
- Experience creating strategy in a product led organisation

## Who you'll be working with

The Technology division at MO is going through exciting transformation and this role sits within a newly formed senior leadership team. This team has overall responsibility for the delivery of technology at MO, working collaboratively to meet the needs of the customer and strategic business objectives. The team are a highly skilled group of portfolio and project specialist that deliver effectively and are committed to delivering the strategic objective of the technology department and the business. They work across the technology function and adopt a collaborative approach to tasks. They have a commercial mindset and approach, ensuring resourcing, supplier approach, and costs are aligned to the strategic objectives. They encourage speed and efficiency in delivery whilst ensuring overarching portfolio disciplines.

## We're Motability Operations

### About us

We're the company behind the Motability Scheme. We exist to deliver smart, sustainable solutions that improve our customers' mobility in a fast-changing world. We're the UK's largest car leasing company and we help over 800,000 people get on the road.

We employ over 1800 people, across London, Bristol, Edinburgh, and Coalville. We know our people are key to our success, so we aim to create an environment that allows our employees to flourish. We look for highly motivated people with a combination of commercial sense and real enthusiasm to meet our customers' needs.

### What we do

We lease a wide range of tailored mobility solutions to people who receive of one of the Government's qualifying mobility allowances. Our customers choose a car, Wheelchair Accessible Vehicle (WAV), scooter or powered wheelchair that best suits their needs. We take care of their insurance, breakdown, servicing and more, as part of our worry-free package.

At the end of the lease, our customers can exchange their vehicle for a brand-new model. Each year we sell and move around 200,000 cars. This makes us the largest supplier of single-source vehicles back into the used car market.

# Motability Operations

The Scheme has been providing affordable, worry-free motoring for over 45 years. We pride ourselves on delivering outstanding customer service, with an independent customer satisfaction rating of 9.6 out of 10.

## How we work

We work in a hybrid way. That means remotely for up to two days each week and in our great office spaces the rest of the time. This gives us a good work/life balance and lets us collaborate and deliver for our customers. [Visit our website](#) to find out more.

We do our best to accommodate part-time and flexible working requests, where possible, to build on our culture of trust, empowerment, and flexibility.

## Our beliefs and values

We believe in building a diverse workforce, where our people are empowered to attend work as their true selves. We encourage people from all backgrounds to apply.

We want to sustain a nurturing culture. And our people to be rewarded equally, regardless of race, national or ethnic origin, sexual orientation, age, disability, or gender.

Our values are at the heart of everything we do:

- We believe no one should be left behind → We find solutions
- We believe we must take the lead → We drive change
- We believe everything starts with the customer → We care

## What we can offer you



**Pay:** competitive salary, with a yearly discretionary bonus, based on your performance



**Holiday:** 28 days, and you can buy and sell days



**Pension:** 15% non-contributory pension (9% during probation)



**Health and wellbeing:** Private Medical Insurance cover available for all employees and free health screenings for over 50s. Life assurance at four times your basic salary, to give you peace of mind. Free access to healthcare apps like Peppy, Unmind, and Aviva Digital GP. Mental Health Allies and an Employee Assistance Programme



**Development:** A library of internal training on our myLearn platform



**Family friendly:** We have competitive family leave policies



**Diversity and inclusion:** We embrace the diversity of our people and empower them to come to work as their true selves. We want them to flourish and be rewarded equally. We have Employee Network Groups, and we pride ourselves on being inclusive and all our offices have first-rate disability access



**Helping our community:** One volunteering day each year, and access to volunteering platform Neighbourly



**Schemes:** Car Benefit Scheme for electric and hybrid cars. This means you can lease a brand-new electric or plug-in hybrid car, with insurance and more, for a fixed monthly amount. Cycle to Work Scheme. Employee Discount Scheme, to save money across lots of retailers

# Motability Operations



**Other, voluntary benefits:** charitable giving, critical illness insurance, dental insurance, health and cancer screenings for you and your partner, discounted gym memberships and season ticket loans, free fresh fruit and snacks in the office