**Business Process Improvement Manager**

**Permanent Full Time**

**The Company Profile:**

Oapl is our Clinical Services business, in operation across Australia. We have a proud history of over 36 years representing our own brands, as well as a number of our global healthcare partners.

We care about providing solutions and support to clinicians and their patients in order for them to live an independent life. We are constantly seeking to push and grow ourselves and the profession.

**Overview:**

As the Business Process Improvement Manager, you will be a key driver of Orthopaedic Appliances Pty Ltd’s digital transformation and process optimization efforts. We are seeking a technology-savvy Business Process Improvement Manager to drive operational efficiency, automation, and innovation Reporting directly to the CEO, your primary focus will be on business process documentation, continuous improvement, and digitalization project delivery. This role requires a strategic mindset, strong analytical skills, and a passion for fostering a culture of commercial innovation across the organization. Your expertise in systems, automation, and data-driven decision-making will be key to transforming how we work.

**Key Responsibilities:**

Technology-Driven Process Optimization & Automation

Map, analyze, and optimize business processes across operations, finance, and supply chain.

Lead automation and digitalization initiatives to streamline workflows and eliminate inefficiencies.

Implement process controls and governance frameworks to ensure compliance and scalability

Drive ERP system enhancements and integrations to improve data accuracy and decision-making

Process Optimization & Continuous Improvement

Lead business process documentation, analysis, and enhancement to drive operational efficiency.

Execute continuous process improvement (CPI) initiatives, ensuring alignment with organizational goals.

Collaborate with business process owners to identify and implement best practices.

Assess and refine finance processes to meet evolving business needs.

Implement process controls for existing and new processes to ensure compliance and effectiveness.

Utilize process re-engineering and automation technologies to optimize financial workflows.

Data & Digital Transformation Strategy

Utilize Power BI, Python, and automation tools to develop real-time performance tracking and analytics.

Identify and implement AI-driven process optimization techniques to drive efficiency

Collaboration & Stakeholder Engagement

Work closely with Finance, Operations, ERP, and IT teams to resolve system issues impacting finance and business operations.

Engage with key stakeholders and cross-functional teams to evaluate the financial impact of projects.

Maintain a strong understanding of business transaction flows, accounting systems and their financial implications

Develop and maintain a comprehensive understanding of business transactional flows, accounting systems, and their associated accounting impacts to enable continuous process improvement

**Skills and Experience:**

Degree in Business, Operations, Finance, or Information Systems, with a strong understanding of technology, finance and automation.

Strong proficiency in Power BI, Python, Business Central, Syspro, and Microsoft Office Suite.

Experience in finance process automation, implementing ERP systems and digital solutions.

Excellent verbal and written communication skills.

Strong analytical and problem-solving capabilities.

Self-motivated with a can-do attitude.

Demonstrated expertise in spearheading the evaluation and enhancement of systems processes.

Proven project management skills for establishing the framework for Finance, IT, and business operations during the implementation of new systems and improvements to existing systems.

Expertise in Lean, Six Sigma, or Agile methodologies to drive process excellence.

**What We Offer:**

A competitive salary package to match your experience

Possibility of Company Share program

Employee assistance program

Flexible working arrangements

Purchase leave option

Employee benefits scheme

Parental leave program

Commitment to ongoing training and professional development

Please send your cover letter and CV to: hr@oped.com.au