

Job Description	
Position	Head, Corporate Planning
Department	Corporate Planning
Division	Corporate Services

SUMMARY OF RESPONSIBILITIES

1. Support the Director of Corporate Services Division to lead corporate strategy and planning to design, develop, implement and continuously update/refine company's strategy
2. Responsible to ensure Change Lab designs/develops and effectively drives change management projects in the company aligned to the company's strategy.
3. Responsible to proactively lead/participate in innovation initiatives to advance the company's innovation agenda, including articulating and developing innovation opportunities, aligned to the company's goals, vision and mission.
4. Inspire and enlist others towards shared vision, enable team members, continuously challenge the status quo for improvement, walk the talk and encourage hearts. Work at both high and low level collaboratively with team members and key work partners.
5. Secretariat to Strategy Implementation Steering Committee and Innovation Committee.
6. Responsible to drive the data intelligence function to develop a data capability development roadmap needed for PayNet to become a data driven organisation

KEY AREAS OF RESPONSIBILITIES

- Provides direction for Head of Change Lab & Corporate Support for Change Lab to lead and co-lead in activities to research, analyse, design and develop company's strategies supporting the Director of Corporate Services, business leaders and other key work partners in the organisation
- Provide direction for Head of Change Lab to drive innovation opportunities and work collaboratively to bring innovative ideas to realisation that will advance the company's innovation agenda
- Support Director of Corporate Services Division to present company's strategies to senior management and the Board of Directors/Committees, obtain approval and support/sponsorship for implementation
- Work in partnership and collaboratively with internal and external stakeholders to drive change agenda
- Drive initiatives to provide strategic insights and leadership to senior management, business teams and relevant key work partners
- Provide direction for Head of Data Intelligence for Data Intelligence team to develop roadmap to transform PayNet into a data-driven organisation, progress actionable insights, develop implementable actions and guide business teams to harness data for data driven decision making
- Work with Head of Change Lab & Corporate Support to:
 - Programme manage the company's strategic business initiatives
 - Structure document management and repository strategically and efficiently
 - Provide knowledge management support to the organisation

- People Management
 - Lead Corporate Planning Department comprising Data Intelligence, Change Lab and Corporate Support units
 - Influence decision-making in a complex matrix environment/eco-system through effective engagement and collaboration
 - Establish new and maintain existing business/institutional/alliance relationships; which would include BNM, Financial Institutions, Government Agencies, merchants and other related parties
 - Develop Corporate Planning Department team members' competencies as well as other employees (where appropriate) through coaching, mentoring, training and other learning and development support
 - Manage team members performance and provide inputs on performance for other key work partners where appropriate

QUALIFICATIONS

Minimum Qualifications

- Minimum 10 years' experience in a senior role with direct involvement to research, analyse, design, innovate, develop, drive and oversee implementation of company strategies, preferably in financial technology, e-payments or similar industry
- Strong understanding of payment systems, cards, digital payments ecosystem and innovation
- Degree in Business, Management, Computer Science or in any related field. A Master's degree, professional qualification in project management, change management and innovation would be an advantage
- Possess conceptual and design thinking skills and demonstrated sound business strategy formulation, planning and implementation
- A good understanding on diversity and inclusivity
- Good in consulting and solutioning skills

Additional requirements

- Possess an inquisitive and creative mind
- Possess research and analytical skills to track and predict trends
- Strong business knowledge with deep experience in e-payments related work, including policy development, implementation and oversight
- Well versed and up to date with future e-payments trends and technology
- Comfortable with taking calculated risks, navigate paradoxes and manage expectations of both internal and external stakeholders
- Outstanding negotiation, communication and presentation skills (written, oral, listening, influencing, coaching, strategic communication planning)
- Industry and government relationships both in Malaysia and abroad are added advantages
- Strong computer literacy (MS Office – Excel, PowerPoint and Word are minimum)
- Ability to work with minimum supervision and tight timelines
- Flexibility in working hours, conditions and arrangements

Technical requirements:

- Strategy development, formulation, planning, implementation and management
- Project Management
- Change Management
- Data science/analytics (preferred)