Oracle Fusion Cutover Manager
Candidate Information

February 2026

The Institute of Cancer Research

About our organisation

We are one of the world's most influential cancer research institutes with an outstanding record of achievement dating back more than 100 years. We are world leaders in identifying cancer genes, discovering cancer drugs and developing precision radiotherapy. Together with our hospital partner The Royal Marsden, we are rated in the top four centres for cancer research and treatment worldwide. As well as being a world-class institute, we are a college of the University of London.

We came second in the league table of university research quality compiled from the Research Excellence Framework (REF 2021). We have charitable status and rely on support from partner organisations, charities, donors and the general public. We have more than 1000 staff and postgraduate students across three sites – in Chelsea and Sutton.

Stratus

Stratus will support the organisation to adopt simple, standard and modern processes in the ICR's everyday operations, underpinned by an Oracle cloud-based Enterprise Resource Planning software-as-a-service (SaaS) solution.

The Stratus Programme has key workstreams, Finance, HCM and Research Management, each with a Lead responsible for the Stratus Programme deliverables for their specialist function.

Our mission is to make the discoveries that defeat cancer.

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Our values

The ICR has a highly skilled and committed workforce, with a wide variety of roles, each requiring different skills. But whether you work as a researcher, or work as part of our corporate team, your work and behaviour is underpinned by these six values. They are what bring us together as one team - as 'One ICR'.

Pursuing excellence

We aspire to excellence in everything we do, and aim to be leaders in our field.

Acting with Integrity

We promote an open and honest environment that gives credit and acknowledges mistakes, so that our actions stand up to scrutiny.

Valuing all our people

We value the contribution of all our people, help them reach their full potential, and treat everyone with kindness and respect.

Working together

We collaborate with colleagues and partners to bring together different skills, resources and perspectives.

Leading innovation

We do things differently in ways that no one else has done before, and share the expertise and learning we gain.

Making a difference

We all play our part, doing a little bit more, a little bit better, to help improve the lives of people with cancer.

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Our values set out how each of us at the ICR, works together to meet our mission – to make the discoveries that defeat cancer. They summarise our desired behaviours, attitudes and culture – how we value one another and how we take pride in the work we do, to deliver impact for people with cancer and their loved ones."

Professor Kristian Helin
Chief Executive

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Job description

Department / division:	Digital Services
Pay grade / staff group:	Professional Services 02
Hours / duration:	Full time (35 hours per week), Monday to Friday. Fixed term contract for 6 months.
Reports to:	Enterprise Applications Manager
Main purpose of the job:	The **Cutover Manager** will lead all planning, coordination and execution of activities required to transition the ICR from legacy Finance, HR, Payroll, Procurement and Research Management systems into **Stratus**, ensuring a smooth, controlled and well-governed go-live.
	This role overseas all cutover workstreams; technical, data, business readiness, environment, testing, exit criteria, communication and hypercare planning, to ensure the organisation is fully prepared for Day 1 operations. It requires strong leadership across complex dependencies highlighted throughout Stratus materials, including data migration cycles, test exit criteria, business readiness frameworks and go-live timelines.

Key Duties

Develop and maintain the detailed cutover plan aligned to the overall Stratus plan-on-a-page and deployment timeline.

Define cutover scope, review existing entry criteria and exit criteria, establish success measures and checkpoints.

Coordinate across all workstreams (HR, Finance, Research) to identify all cutover tasks and dependencies.

Liaise directly with the Enterprise Applications team to ensure the Digital Services BAU function is engaged at the right checkpoints; plan and manage the progressive wind-down of non-essential BAU activity during cutover, and coordinate a controlled handover into hyper-care and steady-state support.

Lead cutover governance meetings including readiness checkpoints, go/nogo meetings and daily stand ups.-go meetings and daily

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Own and manage the end-to-end cutover strategy for Oracle Fusion Cloud implementations (FINANCE, HCM, and SCM) including Research Management and EPM.
Work closely with Data Migration leads and Test Manager to align data cut schedules with cutover windows.
Oversee issue management and escalation during data load/dry-run cycles.
Coordinate technical environment freeze, refresh, configuration deployment and final migrations (noting the programme's environment management activities)
Develop and maintain detailed cutover plans, runbooks, checklists, and timelines across multiple environments (DEV, TEST, UAT, PROD)
Confirm system availability, integrations deployment, interfaces cutover and batch-job scheduling
Integrate business readiness activities into the cutover timeline, aligned with business readiness framework
Ensure operational teams understand their Day 1 responsibilities and contingency processes
Validate that testing cycles (SIT, UAT, PPR) meet exit criteria relevant for cutover, as defined in Stratus test strategy documents.
Coordinate resolution of critical defects prior to cutover.
Facilitate cutover rehearsals and technical dress rehearsals.
Enforce change control and deployment standards during the cutover window.
Support rollback and contingency planning when required.
Coordinate hypercare and ensure a smooth transition to operational support teams. Establish the structure, plan and process for post go live hypercare. Confirm monitoring, priority logging and rapid response channels for communication.
Maintain the cutover RAID log with clear mitigations and actions, ensuring anything relevant is escalated to the via the Stratus programme governance routes.

General

All staff must ensure that they familiarise themselves with and adhere to any ICR policies that are relevant to their work and that all personal and sensitive personal data is treated with the utmost confidentiality and in line with the General Data Protection Regulations
Any other duties that are consistent with the nature and grade of the post that may be required.
To work in accordance with the ICR's Values.

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To promote a safe, healthy and fair environment for people to work, where bullying and harassment will not be tolerated.

This job description is a reflection of the present position and is subject to review and alteration in detail and emphasis in the light of future changes or development.

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Person specification

Education and Knowledge

Knowledge and experience of managing cutover for major ERP transformation projects. (Preferably Oracle)	Essential
Strong understanding of ERP platforms, plus infrastructure and data migration.	Essential

Skills and Experience

Evidenced experience of performing this role in multiple Oracle programmes	Essential
Strong understanding of data migration cycles, environment management, testing phases and business readiness, as evidenced across Stratus documentation.	Essential
Excellent planning, organisation and dependency-mapping skills across multi-workstream programmes.	Essential
Ability to run multiple workstreams manage high-pressure go-live windows.	Essential
Ability to work and remain calm under pressure	Essential
Confident communicator with strong leadership presence, able to operate at senior stakeholder level.	Essential
Clear communication skills for executive-level reporting and operational coordination.	Essential
Experience within public sector, research, or higher-education environments.	Desirable
7+ years of experience in Oracle implementations, with strong focus on cutover and deployment management.	Essential
Hands-on experience with Oracle Fusion Cloud Applications (ERP, HCM, SCM)	Essential
Proven experience leading complex enterprise cutovers with multiple stakeholders	Essential
Strong risk management, problem-solving, and decision-making abilities.	Essential
Excellent project management, coordination, and stakeholders' communication skills.	Desirable

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Benefits

We offer a fantastic working environment, great opportunities for career development and the chance to make a real difference to defeat cancer. We aim to recruit and develop the best – the most outstanding scientists and clinicians, and the most talented professional and administrative staff.

The annual leave entitlement for full time employees is 28 days per annum on joining. This will increase by a further day after 2 years' and 5 years' service.

Staff membership to the Universities Superannuation Scheme (USS) is available. The USS is a defined benefit scheme and provides a highly competitive pension scheme with robust benefits. The rate of contributions is determined by USS and details of the costs and benefits of this scheme can be found on their website. If staff are transferring from the NHS, they can opt to remain members of the NHS Pension Scheme.

We offer a range of family friendly benefits such as flexible working, a parents' group, and a maternity mentoring scheme. Other great benefits include interest free loans for discounted season tickets for travel and bicycle purchases, access to the NHS discounts website, a free and confidential Employee Assistance Programme which offers a range of well-being, financial and legal advice services, two staff restaurants, and access to a gym and sporting facilities at our Sutton site.

Further information

You may contact the Talent Team for further information by emailing talent@icr.ac.uk. This job description is a reflection of the current position and is subject to review and alteration in detail and emphasis in the light of future changes or development.