## ROLE PROFILE

|  |  |
| --- | --- |
| **Role Title** | **Financial Planning and Analysis Manager** |
| **Business Unit / Group Function** | ODC- WG&S Korea |
| **BU Team / Sub-Function** | Finance |
| **Location** | Seoul, Korea |
| **Team Leader Role** | Head of Finance |
| **Role Level** | 4A |
| **Team Members** | Yes |
| **Role Purpose**  To provide insights to the financial decision-making process in an organization through analysis, financial projections (planning, budgeting and forecasting) and reporting. | |
| **Accountabilities**   * Lead the planning and forecasting process to build robust yet realistic financial plans to achieve the company’s objectives. * Analyse business performance against target and perform variance analysis to explain differences in performance and make improvements going forward. * Prepare various management reports in a timely and accurate manner to ensure Korea and Asia leadership teams are suitably informed on business and financial performance. * Support key decision makers through business partnering based on rigorous financial analyses and intelligent application of established tools and techniques. * Execute continuous improvement of the management reporting systems, processes and models to drive efficiency. * Appraise potential financial risks by communicating with others in a wide range of positions internal and external to understand and gather qualitative and quantitative information on factors affecting the financial performance of the organisation. * Provide internal/external financial reports, Board of Directors material and ad hoc analysis for the organization in line with Group/Statutory requirements. * Ensure timely and accurate monthly and year end reporting in line with Group requirements | |
| **Created by:** | Ray Seo |
| **Creation Date:** | 13 March 2018 |
| **HRBP:** | N/A |
| **Date of last revision:** | 5 May 2023 |