



WILLIAM GRANT & SONS

ROLE PROFILE

Job Title	Operations Finance Analyst
Business Unit/Group Function	OBU
BU Team / Sub-Function	Operations Finance
Location	Strathclyde Business Park (Bellshill)
Team Leader	Operations Finance Leader
Team Members	No
Job Level	4B
Role Purpose To support the Global Operations Business Unit by providing and driving improvements in financial and management reporting and analysis. Ensure accurate and timely information is available when required to support business decisions and to provide insight to current business performance.	
Accountabilities <ul style="list-style-type: none">• Support the analysis of operational results for month end reports, including the generation and review of KPI reporting to ensure that performance monitoring and decision-making is of the highest standard.• Support the delivery of the annual reporting timetable including strategic and annual plans to produce the Budget, Rolling Latest Estimates and Five-Year Plans to ensure high quality of processes and plans at the cost centre level, in accordance with group guidelines.• Support the implementation of appropriate business analysis to identify trends, opportunities and risks, including analysis and follow up of month end reporting.• Collation and communication of ad hoc analysis or explanations.• Assess processes, reporting formats and KPIs and recommend and implement improvements, standardisation and automation where applicable.• Support the delivery of change or improvement projects including ensuring changes are communicated and understood by all relevant stakeholders,• Review, produce and implement key financial and non-financial internal controls and procedures for the function in accordance with the processes, financial standards, procedures, and governance defined in the WGW and by Central Finance.• Build and maintain strong relationships with internal/external customers to maximise stakeholder engagement and the quality-of-service provision.	