



WILLIAM GRANT & SONS

## ROLE PROFILE

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| <b>Job Title</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Finance Manager – BBU FP&amp;A</b> |
| <b>Business Unit / Group Function</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | BBU                                   |
| <b>BU Team / Sub-Function</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | BBU FP&A                              |
| <b>Location</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Richmond                              |
| <b>Team Leader</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Financial Controller, BBU             |
| <b>Team Members</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | N/A                                   |
| <b>Job Level</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 4A                                    |
| <b>Role Purpose</b> <p>To provide financial analysis and insight on key BBU initiatives across the business unit.</p> <p>To coordinate BU reporting, ensuring a consistent and timely approach for monthly reports, budgets, LE and 5YP.</p> <p>To business partner with the Central BBU commercial and marketing teams and manage the financial management, reporting, planning and analysis of commercial performance for central projects and cost centres.</p> <p>To support the BBU Financial Controller with interfacing both internally and externally for all financial management matters.</p> <p>To provide analysis and insight and make recommendations to support decision making and the roll-out of key strategic, marketing and commercial decisions in the BBU.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                       |
| <b>Accountabilities</b> <ul style="list-style-type: none"><li>• Support the BBU Finance Director &amp; BBU Financial Controller on the provision of aligned strategic plan, budget and LE documents, ensuring all regions follow a common strategy and approach.</li><li>• Lead and support planning cycles in the BU – Budget and LE. Ensure planning timetables are aligned and communicated to key stakeholders, and that key deadlines are met in completion of the detailed bottom up build.</li><li>• Be a Commercial Business Partner to the Central BBU functions, supporting the team on analysing commercial data (including depletions, stock, pricing, S&amp;OP and headcount) to speed up the decision process and generate recommendations to the senior leadership team.</li><li>• Coordinate monthly performance reports across the BU, driving improvements through coordination with Group Reporting, ODC BU and Global Marketing Finance. Thus ensuring a better understanding of commercial and brand performance across the business.</li><li>• Lead month end close through review of journal submissions and monthly reports.</li><li>• Review BBU finance and business processes on an ongoing basis. Identify opportunities for continuous improvement, and propose / implement these with input / authorisation from the BBU Financial Controller.</li><li>• Support the BBU Financial Controller and deputise periodically as required.</li><li>• Support decision making through building a solid understanding of the range of systems, processes and capability across the BU, with a view to optimising cross market initiatives.</li></ul> |                                       |



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- Support implementation of systems upgrades for the BBU and other initiatives to ensure delivery of the William Grants Way.
- Coordinate and consolidate Central BBU overheads and reporting.
- Drive the successful implementation and transition of reporting into Power BI, ensuring reports are not only automated but also insight-led, reliable, and fit for purpose.

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| <b>Created by:</b>            | Sophia Haythornthwaite |
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| <b>HRBP:</b>                  |                        |
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