

ROLE PROFILE - INTERNAL

Role Title	Commercial Finance Manager - GTR
Business Unit / Group Function	Central Services, BBU
BU Team / Sub-Function	Finance
Location	Richmond
Team Leader Role	Head of Commercial Finance GTR
Team Members	No
Role Level	4A
Role Purpose To support the financial management, reporting, planning and analysis of commercial performance for a major global region with a wide range and diversity of markets. To Support the Head of Commercial Finance with interfacing both internally and externally for all financial management matters. 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 Region To meet reporting and planning deadlines and manage processes as detailed within the Finance Calendar.	
Accountabilities Responsibilities - Responsible for the monthly management accounting for the region and providing support for the region – A&P, Customer Discount, Overheads, depletions and others, accruals, provisions and releases as required. Liaise with markets, distributors, commercial owners and in-market accountants as required, to ensure accuracy and timeliness of information flows. - Support the Regional Head of Finance on the provision of aligned strategic plans ensuring all markets follow a common strategy and approach. - Lead and support planning cycles in the region - Budget, 5YP, monthly FYE. Ensure planning timetables are aligned and communicated to key stakeholders, and that key deadlines are met in completion of the detailed bottom-up build. - Be a Commercial Business Partner to the regional Commercial team. Instigate and manage the monthly business area reviews with the teams in accordance with the Finance Calendar. Use functional expertise to challenge the numbers, generate insights, and consolidate Risks & Ops to Budget / LE. - Be a Commercial Business Partner to the regional Marketing and Supply Chain Managers, supporting the team on analysing commercial data (market share data and internal financial data) to speed up the decision process and generate recommendations to the SLT. - Provide finance support, ad hoc analysis and meet project requirements to the regional team as required, with a focus on supporting delivery of the Commercial Finance Team agenda. - Review Regional finance and business processes on an ongoing basis. Identify opportunities for continuous improvement and propose / implement these with input / authorisation from the Head of Commercial Finance GTR and Head of Finance GTR as appropriate.	

- Support the Regional Head of Finance and deputise periodically as required.
- Responsible for specific additional areas such as analysis and monitoring of regional overheads including T&E spend, International Agreements. Provide finance support, ad hoc analysis and meet project requirements to the regional team as required.
- Support decision making through building a solid understanding of the range of systems, processes and capability across the region, with a view to optimising cross market initiatives.
- Assist with implementing and embedding the William Grants Way to help incorporate the new Regional structures and ensure that ODC reporting requirements are included in key BBU reporting.

Created by:	
Creation Date:	
HRBP:	N/A
Date of last revision:	04/12/2024

Competencies

Analysing • Analyses numerical data, verbal data and all other sources of information • Breaks information into component parts, patterns and relationships • Probes for further information or greater understanding of a problem • Makes rational judgements from the available information and analysis • Produces workable solutions to a range of problems • Demonstrates an understanding of how one issue may be a part of a much larger system.	Planning and Organising • Sets clearly defined objectives • Plans activities and projects well in advance and takes account of possible changing circumstances • Identifies and organises resources needed to accomplish tasks • Manages time effectively • Monitors performance against deadlines and milestones	Presenting and Communicating Information • Speaks clearly and fluently • Expresses opinions, information and key points of an argument clearly • Makes presentations and undertakes public speaking with skill and confidence • Responds quickly to the needs of an audience and to their reactions and feedback • Projects credibility
Delivering Results & Meeting Customer Expectations • Focuses on customer needs and satisfaction • Sets high standards for quality and quantity • Monitors and maintains quality and productivity • Works in a systematic, methodical and orderly way • Consistently achieves project goals.	Writing and Reporting • Writes clearly, succinctly and correctly • Writes convincingly in an engaging and expressive manner Avoids the unnecessary use of jargon or complicated language • Writes in a well-structured and logical way • Structures information to meet the needs and understanding of the intended audience	Entrepreneurial and Commercial Thinking • Keeps up to date with competitor information and market trends • Identifies business opportunities for the organisation. • Demonstrates financial awareness; controls costs and thinks in terms of profit, loss and added value

Skills and Experience

Essential:

- ☐ Educated to degree level or equivalent in a business or finance related subject with relevant work experience in a commercial environment
- ☐ Previous experience of analysing financial and non-financial information across both short and long term and producing recommendations for brands/markets
- ☐ Confident in financial evaluation techniques such as discounted cashflows and payback
- ☐ High level of self-motivation with ability to manage own time and responsibilities in a disciplined way
- ☐ Strong interpersonal and influencing skills to effectively manage and develop relationships
- ☐ Cultural awareness and sensitivity with the ability to adapt communication style as needed
- ☐ Ability to use strong commercial and financial acumen to support the delivery of a robust planning and reporting framework.

Desirable:

- ☐ A relevant finance qualification would be advantageous