



WILLIAM GRANT & SONS

## ROLE PROFILE

<b>Role Title</b>	<b>Operations Finance Leader</b>
<b>Internal Reference</b>	CEN-0011
<b>Business Unit / Group Function</b>	Central Services, OBU
<b>BU Team / Sub-Function</b>	Finance
<b>Location</b>	Girvan;Tullamore;Dufftown
<b>Team Leader Role</b>	Distilleries Finance Leader
<b>Role Level</b>	3B
<b>Team Members</b>	Yes
<b>Role Purpose</b>  To ensure total financial control for all operations based at Dufftown site (“Dufftown”) and high-quality financial reporting for Dufftown that is insightful, delivered on time and used to challenge OBU management performance in order to maximise performance, generate added value, reduce financial risks and improve financial processes.	
<b>Accountabilities</b> <ul style="list-style-type: none"><li>• Lead and guide leadership team to ensure total financial control for relevant site, in accordance with the processes, financial standards, procedures, and governance defined in the WGW and by Central Finance.</li><li>• Deliver relevant and necessary financial information, including for example Site Monthly Management Accounts and financial commentary to OBU Management on time, to ensure that Site performance monitoring and decision-making is of the highest standard.</li><li>• Monitor and report financial performance for the specified area to bring insight and challenge Management in order to maximise performance and generate added value in a timely manner. This includes the identification of adverse movements, concerning trends and one off items affecting the underlying financial performance. Define and document the fixed, semi- fixed and variable cost accounting definitions and methodology for Dufftown and monitor key drivers of movements</li><li>• Manage and optimise working capital within the OBU through responsibility for stock accounting, evaluation for the relevant Site.</li><li>• Evaluate and present to senior management findings/recommendations on initiatives/opportunities/risks through scenario modelling and other financial analysis.</li><li>• Support the planning and budgeting processes within the OBU to ensure high quality of processes and plans at the cost centre level, in line with the group-wide planning process. Ensure Zero Based Budgeting principles are documented and applied in accordance with Group and WGW instructions.</li><li>• Review and prepare the financial information for the planning cycles for Site based upon inputs from OBU leadership. Review and approve Site balance sheet reconciliations.</li><li>• Review, challenge, and manage authorisation of capital expenditure for Site in accordance with Group Finance standards, processes and procedures to ensure the prudent application of capital and clear reporting in relation to capital expenditure plans and claims are delivered in line with commitments.</li></ul>	
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<b>Creation Date:</b>	01/05/2021



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<b>Date of last revision:</b>	02/02/2024