

ROLE PROFILE

Job Title	Commercial Finance Analyst - ANZ	
Business Unit	ODC BU – WG&S Australia	
Function/Region	Finance	
Location	Australia	
Leader	Commercial Finance Manager – ANZ	
People Leadership	None	
Job Level	4B	
Role Purpose		
<p>Providing financial support with rigour and accuracy to our day-to-day operations. Partner our Sales and Marketing team by providing insightful reporting and analysis to drive optimal commercial outcomes. Review and maintain strong operational and commercial controls.</p>		
Accountabilities		
<ul style="list-style-type: none"> • Key finance business partner for the Marketing team. Responsibilities include: <ul style="list-style-type: none"> ○ preparing Budgets, tracking actual spend and reviewing forecast of year to go spend. ○ ensure planned Advertising & Promotional spend is accurately accounted for. ○ Ownership of the measurement and evaluation process, which includes detailed analyses on the effectiveness of marketing spend. ○ provide analysis on Brands in Portfolio as needed including evaluating risks, opportunities and investment proposals. • Support the Commercial Finance Manager in the preparation of Budget and Latest Estimate forecasting cycles to ensure the delivery of robust financial plans to Asia-Pacific and Group. • Improve tools, templates and systems used in the planning and forecasting process to ensure robustness of submissions with improved ease and accuracy. • Review and maintain strong control environment, with documented controls and procedures in place. Input and review through ongoing self-assessment of marketing controls to deliver clean Internal and External audit reports. • Involvement in key strategic business projects and initiatives (initiated both Globally & Locally) as required to drive value and efficiency across the business. Provide finance support, ad hoc analysis for Senior Leadership Team & Asia-Pacific regional team as required, focus on supporting delivery of the leadership agenda. 		
Key Performance Metrics:		
KPI	Description	
1. Financial Performance	Partner the Sales and Marketing Teams to continue to improve phasing and forecast of Budgets and Latest Estimate's versus actual within the ANZ region with the aim to avoid any surprises during close and manage Year to Date performance against targets	
2. Improve the Controls Environment	Continue to monitor and report on Advertising & Promotional and Customer Discount spend and challenge any variances to both budget and Latest Estimate's to ensure that activity is approved and in line with marketing brand plans	

3.	Process Improvement & Governance	Continue to build robust financial planning models which allow that Sales and marketing to deliver value
4.	People Development	Continue to build the capabilities of non-finance people and develop their skill set to support the growth of the business

Values



BE PROUD
We are proud of our brands, our heritage, and our commitment to superior quality in our products



BE RESPONSIBLE
We expect every individual and their teams to be accountable and to perform to their full potential



BE SUSTAINABLE
We wish to make a positive contribution to our communities and to our environment



BE PROFESSIONAL
We value integrity, transparency, professionalism and constructive debate within a team working culture



BE ENTREPRENEURIAL
We foster a forward thinking and innovative culture that recognises the need for innovative thinking and continuous improvement



THINK LONG TERM
We are proud of our brands, our heritage, and our commitment to superior quality in our products

Core Competencies

Deciding & Initiating Action

- Makes prompt, clear decisions which may involve tough choices or considered risks
- Takes responsibility for actions, projects and people
- Takes initiative and acts with confidence
- Initiates and generates activity

Working with People

- Demonstrates an interest in and understanding of others
- Adapts to the team and builds team spirit
- Recognises and rewards the contribution of others
- Listens, consults others and communicates proactively
- Supports and cares for others
- Develops and openly communicates self-insight, such as awareness of own strengths and weaknesses

Applying Expertise and Technology

- Applies specialist and detailed technical expertise
- Develops job knowledge and expertise through continual professional development
- Shares expertise and knowledge with others
- Uses technology to achieve work objectives
- Demonstrates appropriate physical co-ordination and endurance, manual skill, spatial awareness and dexterity
- Demonstrates an understanding of different organisational departments and functions

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

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

Achieving Personal Work Goals and Objectives

- Accepts and tackles demanding goals with enthusiasm Works hard and puts in longer hours when it is necessary Seeks progression to roles of increased responsibility and influence
- Identifies own development needs and makes use of developmental or training opportunities

Skills and Qualifications:

Essential:

- Educated to A level or above (or Australian equivalent)
- Qualified Accountant (ACA/ACCA/CIMA)
- Ability to deliver to demanding deadlines to achieve month end, latest estimate and budget reporting actions per the relevant timetable
- Maturity and credibility to deputise for the Commercial Finance Manager, dealing with external partners and internal commercial teams

- Strong financial control background
- Ability to operate in a fast-paced commercial environment, managing multiple tasks and reacting to changing priorities
- Outstanding Excel skills

Desirable:

- Experience of working in a commercial, FMCG business is beneficial, but not a pre-requisite.
- Experience of working with a variety of financial and management information tools (IFS, Hyperion)
- The ability and desire to develop and progress their career in Finance over time

Created by:	Gareth Spranger
Date:	19 July 2021
HRBP:	
Date of last revision:	