## ROLE PROFILE

|  |  |
| --- | --- |
| **Role Title** | **Finance Analyst** |
| **Internal Reference** | CEN-0027 |
| **Business Unit / Group Function** | BBU |
| **BU Team / Sub-Function** | Finance |
| **Location** | Richmond |
| **Team Leader Role** | Head of Finance, Southern Europe, France & UK |
| **Role Level** | 4B |
| **Team Members** | No |
| **Role Purpose**  To support the financial management, reporting, planning and analysis of specific commercial regional performance. To embed the William Grants Way into the Region and consolidated ways of working. To ensure data integrity in core systems and all team outputs and that accurate and timely information is available when required to support business decisions. To meet reporting and planning deadlines and manage processes as detailed within the Finance Calendar. | |
| **Accountabilities**  [Accountabilities]• Responsible for the monthly management accounting for the region and providing support for the region and Finance Team – A&P, Customer Discount, Overhead, 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 planning, co-ordination and delivery of the processes as detailed within the Finance Calendar to ensure the integrity of the data and report ‘one version of the truth’ while adhering to timescales.  • Be a Business Partner to the Commercial Regional team, specifically for the region. Instigate monthly business area reviews with the teams. Use functional expertise to challenge the numbers, generate insights, and consolidate Risks & Ops to Budget / LE.  • Responsible for ensuring the integrity of data in Hyperion, IFS & Power BI, and the data integrity of all outputs of the team. Includes all base data in Hyperion, IFS & Power BI, SKU costs being charged to markets, Transfer Prices, all data in reports produced by the wider team. Ensure systems and process excellence is delivered every time.  • Assist with implementing and embedding the “William Grants Way” operating model and ensure that ODC performance reporting requirements are included in key BBU reporting.  • Provide finance support, ad hoc analysis and meet project requirements to the regional team as required, with a focus on supporting delivery of the Leadership Agenda.  • Review finance and business processes on an ongoing basis. Identify opportunities for continuous improvement and propose / implement these with input / authorisation from the Head of Finance and Head of FP&R as appropriate.  • Support the Head of Finance and deputise periodically as required. Support development of Finance Executive.  • Responsible for specific additional areas such as analysis and monitoring of regional overheads including T&E spend, International Agreements, APCDMI spend and Month End Commentaries. | |
| **Created by:** | Sophia Haythornthwaite |
| **Creation Date:** | 17/04/2024 |
| **HRBP:** | N/A |
| **Date of last revision:** | 17/04/2024 |