

## ROLE PROFILE

<b>Job Title</b>	<b>Group Financial Reporting Leader</b>
<b>Business Unit / Group Function</b>	Central Services
<b>BU Team / Sub-Function</b>	Group Finance
<b>Location</b>	SBP
<b>Leader</b>	Group Financial Controller
<b>People Leadership</b>	Yes
<b>Job Level</b>	3B
<b>Role Purpose</b> To drive accurate, complete and timely statutory financial reporting information through delivery of and compliance with a strong global financial reporting platform while ensuring alignment to the Group Finance Manual and group wide accounting policies and guidance notes	
<b>Accountabilities</b> <ul style="list-style-type: none"> <li>• Drive the delivery of the Group and subsidiary statutory financial reporting processes through planning, fieldwork and close phases to ensure robust financial statements that are complete and accurate, and in line with legal requirements and internal timelines</li> <li>• Deliver reporting to the Audit Committee in line with the annual agenda and Committee Terms of Reference</li> <li>• Manage relationships with external auditors to ensure all audit requirements are delivered in line with the statutory timetable; and manage relationships with Internal Audit to ensure any training needs or clarification of Group policies highlighted through their work are incorporated into the Global Finance Manual and broader work of the Group Finance Team</li> <li>• Develop technical awareness and expertise in all areas of statutory reporting to enable the support and delivery of financial reporting and related team and function initiatives</li> <li>• Develop, own and drive the process by which the Global Finance Manual is enhanced and updated to reflect the changing business needs and regulatory environment, and embed a culture of accountability within Group Finance and the broader finance community in relation to compliance with the Manual</li> <li>• Develop and drive the on-going maintenance of the Company Bible, working with Group Legal, Business Development and Company Secretariat to ensure changes are reflected in a timely manner</li> <li>• Actively co-ordinate and participate in major internal Group projects and ensure integration to 'business as usual' for innovation, business development and corporate structure changes, for example, Company and Brand acquisitions, and lead the relationships with external parties engaged to support with due diligence, PPA and FVA exercises</li> </ul>	
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**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

**Leading & Supervising**

- Provides others with a clear direction
- Sets appropriate standards of behaviour
- Delegates work appropriately and fairly
- Motivates and empowers others
- Provides staff with development opportunities and coaching
- Recruits staff of a high calibre

**Persuading & Influencing**

- Makes a strong personal impression on others
- Gains clear agreement and commitment from others by persuading, convincing and negotiating
- Promotes ideas on behalf of self or others
- Makes effective use of political processes to influence and persuade others

**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 & 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

**Presenting & 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

**Skills and Qualifications:**

- Qualified Chartered Accountant with PQE
- Strong financial analytical skills
- In-depth knowledge and experience of Financial Reporting Standards
- Drives new ideas and change initiatives
- Works productively in a pressurised environment
- Attention to detail and 'right first time mentality'