

## ROLE PROFILE TEMPLATE

<b>Job Title</b>	<b>Director, Region Finance (Northeast)</b>
<b>Business Unit</b>	ODCBU
<b>Function/Region</b>	Finance/ Northeast
<b>Location</b>	Home-Based
<b>Leader</b>	Senior Director, Region Finance
<b>People Leadership</b>	Region Finance Analyst
<b>Job Level</b>	4A
<b>Role Purpose</b>	
<p>To direct and aid in financial analysis, evaluation and report generation activities of current and proposed financial plans. Support the Region Finance Senior Director and Market Leads to develop and implement the strategy for their respective region in the US business unit, including the execution of the route to market strategy.</p>	
<b>Accountabilities</b>	
<p>Team Leadership</p> <ul style="list-style-type: none"> <li>Contribute to highly responsive “customer service” oriented approach to support all Region team members across all functions, and contribute on cross-functional decisions</li> <li>Lead, motivate and develop the Finance team in line with company values to maximise employee performance</li> </ul>	
<p>Planning &amp; Forecasting</p> <ul style="list-style-type: none"> <li>Reconciles LE to Budget based on finalized prior year performance; provides input on Region overhead assumptions and submits to Central Finance</li> <li>Supports GM in validation / Challenge &amp; Build as it relates to Commercial Planning and the Annual Plan</li> <li>Lead demand planning process for Region coordinating input for appropriate resources in the Region or Distributor to ensure shipment accuracy and adequate Distributor Day Of Inventory</li> </ul>	
<p>Performance Management &amp; Decision Support</p> <ul style="list-style-type: none"> <li>Manage overall profitability and performance of Key Markets and Distributor Networks within the Region vs. established annual financial targets through developing, directing and reviewing the preparation of analysis, reports and schedules as required</li> <li>Identify and assess the issues, trends and opportunities within the business, providing financially focused business support and analysis to enable commercial business decision making; Identify deviations from company plans and policies and recommend appropriate action as necessary</li> <li>Perform Distributor margin analysis to review Distributor performance versus contract on a brand as well as Portfolio basis. Understanding of WGS brand P&amp;L within the Distributor for discussion at business reviews.</li> </ul>	
<p>LE Process</p> <ul style="list-style-type: none"> <li>Evaluate current performance vs. Commercial Plan and Annual Plan (business reviews w/distributor)</li> <li>Lead development of LE P&amp;Ls in the Financial systems; develop action plan (reaffirm current forecast, revise volume assumptions and revise marketing activities)</li> </ul>	

## 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:

### 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

### Formulating Strategies and Concepts

- Works strategically to realise organisational goals
- Sets and develops strategies
- Identifies, develops positive and compelling visions of the organisation's future potential  
Takes account of a wide range of issues across, and related to, the organisation.

### Adhering to Principles and Values

- Upholds ethics and values
- Demonstrates integrity
- Promotes and defends equal opportunities, builds diverse teams
- Encourages organisational and individual responsibility towards the community and the environment

### 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

### 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.

### Adapting and Responding to Change

- Adapts to changing circumstances
- Accepts new ideas and change initiatives
- Adapts interpersonal style to suit different people or situations
- Shows respect and sensitivity towards cultural and religious differences.  
Deals with ambiguity, making positive use of the opportunities it presents.

**Skills and Qualifications:**

Essential:

- Bachelor’s Degree in Business, Finance or a related field is required; Master’s Degree in Business Administration or Certification in Public Accounting desirable
- Minimum 5 years of experience within the Fast Moving Consumer Goods ideally Alcoholic beverage industry
- Minimum 10 years management experience in accounting/finance
- Keen eye for data accuracy and integrity
- Ability to adhere to deadlines and adopt a challenging approach to deliver robust, accurate financial data and information to meet business needs
- Ability to effectively organize and plan ahead, ensuring a wider team is aligned to processes and timelines
- Strong people management skills, communication, listening, ability to empathize, persuasive
- Strong attention to detail
- Commitment to respond to challenging and varying demands of program, travel, extended working day, etc. Travel required.

Created by:

Date:

HRM:

Date of last revision: