**Role Profile**

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| Job Title: | Finance Manager – Normanton | | Function: | Finance |
| Reports to: | Head of Finance Operations | | Band: | 4 |
| Leader of: | Normanton Finance Team | | Location: | Normanton |
| Job Purpose | | | | |
| Leading the site finance team and senior business partner to the site operational teams at Normanton. A key member of the site leadership team helping to drive operational performance whilst highlighting opportunities for areas of improvement and maintaining strong financial control. | | | | |
| Accountabilities | | | | |
| * Site based business partner to operational colleagues. * To lead the finance teams responsible for Normanton. * Key member of the site SLT. * Ensure strong financial control exists around all operational costs, including direct labour, packaging and overheads. Ensure reconciliations and reporting exists to control these costs. * Production of timely and accurate weekly and monthly accounts highlighting operational performance and working with the business to put corrective actions in place for any underperformance. * Insightful analysis on operational spend, understanding volume, mix and rate variances. * Control of the annual budgeting, and forecasting process for the site operational P&L. * Ownership of the product level costing to Asda and forecasting the cost side of the Anaplan model. * Continuous improvement – To drive sustainability of existing savings and provide the financials where required to identify new opportunities in the future. Verify any site specific savings. * Capex – Identify any capex opportunities including calculation/verification of any associated benefits and the payback period. To control spend throughout the capex and assist the sites to complete post capex reviews. * Control and challenge operational overhead spend to identify opportunities for savings and risks to prevent overspends * To deliver financial training to non-finance stakeholders within the business unit team to ensure the teams are clear and accountable on their roles in the finance process, from correctly using purchase orders, to accurately inputting data into Anaplan. * Stock Management of all sites – Packaging & Raw Material | | | | |
| Skills, Training and Knowledge | | | | |
| **Qualifications** | | CIMA (or equivalent) Qualified or Part Qualified / qualified by practical experience. | | |
| **Skills and Knowledge** | | Strong analytical mind set and variance analysis skills.  Strong Excel skills required.  Prophet / D365 / Anaplan skills desirable.  Ability to influence at a senior level.  Operational knowledge desirable.  Direct labour and packaging costing experience.  Business partnering experience at a senior level.  Team leadership.  Fresh Produce experience. | | |
| Job Context | | | | |
| Key Challenges for the Role | | Assessing operational performance in a fast paced and changing environment.  Managing multiple stakeholders across multiple areas. | | |
| KPIs and Measures of Success | | Business unit cost per unit vs plan  FCST accuracy of IPL Trade Fund <2% variance vs F2 FCST | | |
| Key Internal Relationships | | Operational Finance team / Produce commercial finance / Operational SMT | | |
| Key External Relationships | | N/A | | |
| Dimensions and Decision Making | | | | |
| Budget | | N/A | | |
| Direct Reports | | 1 (L3 @ Normanton) | | |
| Indirect Report | | 0 | | |