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| **Role:** Operations Finance Analyst |
| **Business Unit:** Commercial Finance – TCB |
| **Reporting to:** Head of Finance – Customer Service & Logistics |
| **Location:** Wellpark, Glasgow |
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| **Purpose** |
| To assist the Head of Finance and Finance Business Partner(s) with the preparation and presentation of value-add management information and financial analysis of logistics operations in GB and Ireland. Initial focus of the role will be to support the Finance Business Partner prepare financial analysis for operations on the Island of Ireland. |
| **Core Accountabilities** |
| Including but not limited to:* Preparation of financial and management reporting at the month end, including manual journal processing.
* Prepare monthly balance sheet reconciliations for required control accounts.
* Assist the Head of Finance and Finance Business Partner(s) in the preparation of management reporting period packs, quarterly forecasts and budget packs for the Island of Ireland and group logistics consolidation.
* Business partner with the Director of Logistics for Island of Ireland.
* Assist the Finance Business Partner(s) with insightful analysis of current operating expenses to drive improvements.
* Prepare weekly cost forecasts for the Head of Finance.
* Assist the Finance Business Partner(s) in the preparation of quarterly forecasts and budget models.
* Assist the Finance Business Partner(s) to develop improved depot-by-depot management reporting.
* Utilise the latest commercial forecasts to prepare volume forecasts for the operations teams and Directors of Logistics.
* Assist the Head of Finance with lease accounting outputs, ensuring accuracy of models.
* Work with operations finance team members to continue to build out reporting suite in Power BI.
* Work closely with colleagues in other departments when required (operations, manufacturing, commercial finance, financial control and internal audit).
* Assist in both the interim and year-end audit cycles where required.
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| **Key Relationships** |
| * Operations (Directors of Logistics and Depot Network teams).
* Procurement (Logistics & Fleet Procurement, Indirect Procurement)
* Finance (Commercial Finance, Operations Finance, Financial Control, Internal Audit)
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| **Experience, Skills and Knowledge** |
| * Excellent analytical skills with the ability to prepare present findings and discuss numerical and commercial information to relevant stakeholders.
* Adaptable and able to deliver information to non-finance stakeholders in a digestible, clear and concise way.
* Ability to influence key stakeholders and to build effective working relationships.
* Sound commercial awareness of the business and wider industry, including internal and external influences.
* Adaptable to changing business circumstances.
* Strong proficiency in Excel & PowerPoint.
* Experience with JDE, Hubble and Power BI systems preferred but not essential.
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| **Qualifications and Education** |
| * Recently qualified or part qualified with a professional body such as CIMA, ACCA or equivalent.
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