

Job Title: Financial Planning & Analysis Analyst	Location: Hunmanby
Department: Finance	Contract: Permanent
Reports To: FP&A Manager	Direct Report:

Due to continued growth and business demands, our FP&A team is growing, the FP&A Analyst is a key role to our expanding business, providing key financial and commercial analysis to support strategic business decisions.

This is a fantastic opportunity to join a profitable, ambitious company where you can demonstrate and develop your skills in equal measure.

1.0 Job Summary & Role

- Support the FP&A Manager to produce key reports and analysis to support effective decision making and growth of the business which are used by Directors and the US Parent Group
- Provide support in the preparation and analysis of timely and accurate financial results for the Business, with an understanding of financial metrics that support strategic decision-making
- Utilise the different data sources in the business group to aid the development of effective dashboards for company stakeholders
- Involvement in month end close tasks
- Support the strategic growth of the Business Group through planning and measuring performance

2.0 Key Responsibilities & Main Duties

- Support the business in the LRP and budget process, including preparing presentations and financial and strategic models
- Play a key role in the forecast cycles of the business – modelling, preparing and loading into the consolidation software
- Support FP&A Manager with Gross Margin analysis of the Business Group
- Support FP&A Manager & FD with performance analysis of the Business Group
- Drive continuous improvement of Business Group Reports – improving format, speed, and the detail provided
- Prepare monthly executive reports with accuracy and explanation of the results
- Key performance metrics analysis including: Sales revenue, Gross margin, EBITDA, Comparisons (performance vs. prior year, budget and forecast), Primary Working Capital and Cash Flows



JOB DESCRIPTION & PERSON SPECIFICATION



- Diving into further sales analysis including order intake, customers, products and regions
- Spot trends and data connections
- Overhead reporting and analysis to support various departments within the business and provide a high level summary of OPEX spend
- Cash Flow forecasting on a weekly basis
- Weekly KPI reporting and ad-hoc work across the business

3.0 Internal & External Relationships

Developing relationships with people in the Finance Team is important as well as building relationships and working with various departments across the company. This role requires the individual to work across different businesses and therefore numerous teams of people; building solid working relationships is pivotal to the role.

The work produced by the FP&A Team will be presented to and used by leaders of the Business Group so building relationships at this level is also important.

4.0 Key Performance Indicators

- Preparation of regular reports for the Business Group
- Explanation of results
- Data Analysis, dashboards and presentation of data

5.0 Essential/Desirable Factors

Knowledge	
Essential: <ul style="list-style-type: none"> • Understanding P&L, profitability analysis and financial metrics. • Financial analysis 	Desirable: <ul style="list-style-type: none"> • Forecasting & budgeting. • Data analytics (e.g. Power BI).
Skills & Attributes	
Essential: <ul style="list-style-type: none"> • Teamwork • Excel & PowerPoint skills • Ability to converse with people from across the business • Attention to detail 	Desirable: <ul style="list-style-type: none"> • Presentation skills
Experience	
Essential:	Desirable:



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<ul style="list-style-type: none"> • Financial reporting • KPI reporting • Financial Analysis • Reconciliation of management accounts to management reports 	<ul style="list-style-type: none"> • Bridge analysis experience • US GAAP Reporting / working for a US owned company • Working in a manufacturing company
Qualifications	
Essential: <ul style="list-style-type: none"> • Qualified (CIMA, ACCA, ACA or equivalent) 	Desirable:

Created by	Dated Created
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