

Role Profile

Job title	Finance Business Partner - Central
Reports to	Finance Manager
Grade	B8
Location	Sapphire Court

Role Purpose

Celesio's vision in reinventing health is to be No.1 integrated healthcare provider of innovative and profitable healthcare solutions for our customers and patients. Our Finance Business Partners are integral support to achieve this vision.

Finance Business Partners act as a conduit between finance and the business area turning financial information into understandable messages that can be used to drive additional value for the business. Conversely, you will be able to translate business performance back into Finance, by interpreting performance and identifying risks and opportunities.

Business Partners deliver finance support through Business Partnering of the *Central (Supply chain for home delivery, PAS and other central initiatives)* divisional director's and their heads of, providing decision support and analytics to help drive step change improvements for Celesio.

Accountabilities

Business Partnering

- ✓ Provide relevant and timely financial insight to key senior stakeholders, enabling them to make informed decisions on future direction of business, profitability and customer outcomes
- ✓ Key Finance contact to support all aspects of business decisions
- ✓ Ability to influence management at all levels
- ✓ Communicate financial information and concepts effectively to both financial and non-financial managers ensuring that their inputs are correctly reflected in Forecast, Budgets and Month end presentations
- ✓ Be comfortable "virtually" embedding into the business function, being the "go to" person for financial support
- ✓ Support and attend Business Performance Review with robust, consistent financial reporting
- ✓ Embed Key Performance Indicator within financial reporting

Provide financial analysis and insight to support decisions

- ✓ Provide analytics proactively to help drive better commercial outcomes
- ✓ Ability to deal with large volumes of data to assimilate into a concise summarized format for stakeholders
- ✓ Design and develop reports that provide relevant insight to help drive quality conversations, informed decisions to help deliver the focus areas to create shareholder value
- ✓ Deliver one version of the truth to enable succinct presentations and provide insight and direction for decision making
- ✓ Strive for continuous improvement in all that we do

Month end, quarter end and year-end financial reporting

- ✓ Assist in capture and collation of Budgeting and Forecasting for areas of focus
- ✓ Support the reporting team in constructing commentary and analysis for month end by considering the business reasons for performance
- ✓ Ensure compliance to SOX controls for all financial processes

Support Optimization

- ✓ Track Initiatives:
 - Home Deliver Reporting
 - Recommendation – Opportunities / Risk Mitigation
 - Be the 'go-to' Finance expert for central change management, delivering one version of truth
 - GNFR to support Supplier spend analysis and tender processes
 - PAS Reporting (including OPEX costs)

Experience and Qualifications

Knowledge

Essential

- Strong analytical mindset
- Advanced Excel level (pivots, advanced calculations and modelling skills)
- Intermediate knowledge of other Office products such as Powerpoint and Word
- Adaptable and pro-active with strong problem solving skills
- Proven stakeholder management and challenge skill set
- Ability to drive decision making through analytical methods
- Present information in a clear & concise manner
- A fast learner who is able to quickly assimilate the complexities within each site and hit the ground running
- Good team player
- Occasional travel may be required

Desirable

- Qualified/Part Qualified Accountant (ACCA/CIMA/ACA)
- Experience in using a Business Intelligence tool at Super User level
- Personal organization and planning skills

Skills

- Build strong relationships within the Celesio UK function of support plus other regional experts, to use their knowledge of the business to enhance analytics and improve decision making.
- Use judgement to review and challenge with sound financial modelling.
- Summarise results in a concise and accurate format from large data sets
- Be considered as a finance expert in their area

Behaviours

Live the ICARE values every day in how you deliver your role:

- Be self-**accountable**
- Being proactive at all times is necessary
- Delivers objectives, manages own workload and takes responsibility
- Identify any process improvements to improve efficiency and promote good financial control
- Be **customer** focused and communicate clearly using non-financial jargon and ensure recommendations are seen as credible and trustworthy
- Is enthusiastic about their own role and is recognised as a “knowledge **expert** “ in the finance function
- Works well with others to by **respecting** views and engendering a team spirit
- Takes proactive approach to dealing with issues and operates with **integrity**
- Focuses on solutions and not problems
- Ability to work cross functionally to achieve goals

Role Scope

Responsible for:

People: 0

Describe teams X heads

Financials:

You will be supporting an organisation achieve its overall financial budget and targets.

Key stakeholders:

Key stakeholders include the Functional Director and their heads of as well as the Finance Director and Head of FP&A

This role profile is a written statement of the essential characteristics of the job, with its principal accountabilities, skills, knowledge and experience required. This is not intended to be a complete detailed account of all aspects of the duties involved.

Approved by	
Date approved	
Reviewed	

Reward Team Use Only - Other Information	
Business Area	
Job Family/Segment	
TW Code	