

**Role Profile: Finance Business Partner**

**Department:** Finance

**Location:** Portsmouth with site visits across Hampshire locations.

**Hours:** 40 per week (Inclusive of study release)

**Salary:** £40,000

**Benefits:** 23 Days Holiday (+BHs), Pension and Life Assurance, Buy/Sell Holiday (5 days)

**Who you report to:** Financial Controller

**SUMMARY OF ROLE**

This role will suit a candidate who has recently started their career and is looking for a role in which to broaden their experience and develop their skills in management accounting. With support from colleagues you will be the key financial partner to several contracts in the business. Working with operational teams to produce monthly management accounts, insightful analysis, detailed financial forecasts and balance sheet reconciliations. We are looking for a candidate who will get into the detail who can pick out and communicate the key issues.

**The key activities you will undertake in this role will be:**

* Monthly management accounts
* Data analysis and reporting
* Financial analysis
* Interrogation of data and issue resolution
* Short term forecasting
* Calculating labour recovery rates
* Variance analysis
* Balance sheet reconciliations

**KEY RESPONSIBILITIES**

Working with operational colleagues to understand the key drivers of the contract, the impact of operational decisions on the finances and providing crucial financial feedback into the team.

* Key finance contact for various contracts within the business
* Ensuring accurate and timely reporting
* Partnering the business, to support with a wide variety of finance queries, requests and activities.
* To clearly interpret and explain financial results.

**SKILLS REQUIRED**

* A keen attention to detail is essential
* The ability to interpret large data sets, identifying trends and patterns
* Strong excel skills
* Skilled in communicating

**KNOWLEDGE REQUIRED**

* Management accounting background
* Understanding of labour recovery models

**QUALIFICATIONS REQUIRED**

* AAT or equivalent
* CIMA Part Qual

**EXPERIENCE**

* Previous employment in either construction, maintenance, manufacturing or similar industry is preferrable.

**STUDY SUPPORT**

* The role will be on a full time basis and will include release time towards completing your CIMA qualification.
* The candidate would be recruited on an apprenticeship contract initially with the intent to convert to a permanent employment contract upon completion.
* The preferred route to CIMA accreditation would be through an approved provider alongside an apprenticeship in order to allow funding through the apprentice levy.