



## **JOB DESCRIPTION**

**Job Title: FINANCE DIRECTOR**

**Responsible to: OWNER/MANAGING DIRECTOR**

**Department(s): FINANCE**

### **KEY RESULT AREAS**

- Overall leadership of the company's finance function, maintaining a culture of high performance with clearly understood objectives
- Contribute fully to the development of the company strategy across all areas of the business, challenging assumptions and decision-making as appropriate and providing financial analysis and guidance on all activities, plans, targets and business drivers.
- Form a close working relationship with the Managing Director, other Senior Executives and other internal stakeholders and external stakeholders.
- Provide advice and leadership to the Board's Treasury, Finance and Accounting strategies to optimise the finance performance and strategic position of the company
- Ensure that the company financial systems are robust, compliant and support current activities and future growth
- Provide high quality performance information to facilitate effective decision making.
- Managing the processes for financial forecasting and budgets, and overseeing the preparation of all financial reporting
- Manage the company's cash management policies
- Ensure that the regulatory requirements of all statutory bodies are met
- Establish a high level of credibility and manage strong working relationships with external parties including customers and advisors.
- Develop and maintain systems of internal controls to safeguard and maximise assets of the organisation.

### **KNOWLEDGE, TRAINING, EXPERIENCE & SKILLS REQUIRED TO DO THE JOB**

- Qualified member of an accountancy body.
- Commercially astute, articulate, technically strong, dynamic, insightful and influential leader with the ability to operate at both strategic and operational levels
- Senior financial management experience including treasury management
- Exceptional communication skills at all levels
- Ability to handle high levels of pressure and critical decision-making
- High integrity and openness combined with commitment to good governance
- Energetic and highly motivated team player with an enquiring mind and passion for excellence.