



Job Description: Sodexo Live!

Function:	Finance
Position:	Regional Commercial Finance Manager
Job holder:	New Role
Date (in job since):	N/A
Immediate manager (N+1 Job title and name):	Finance Business Partner
Additional reporting line to:	Account Director Stadia – South
Position location:	London / Brighton

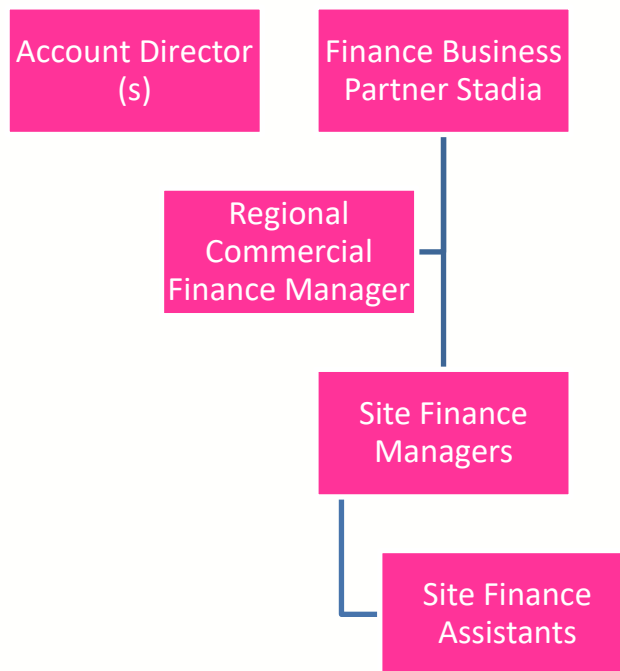
1. Purpose of the Job – State concisely the aim of the job.

- The overall requirement is for a commercially focused, robust, operational finance professional who can deliver a rigorous control environment, provide insight driven reporting, provide financial support for new business opportunities and retention and act as an effective business partner to the operational teams.
- Working alongside the Account Director(s) to deliver profitability and commercial efficiency for the region.
- Forms productive relationships with the operational heads of department to help embed a stronger commercial focus and ensure budgets and forecasts are robust and owned.
- Leads the financial operations and processes for all contracts to be robust and clear.
- Provides positive and strong leadership to direct reports and works to ensure that development of all team members is achieved.
- To ensure that all team members work in a safe environment
- To oversee all mobilisation and demobilisations of contracts within the stadia subsegment.

2. Dimensions – Point out the main figures / indicators to give some insight on the “volumes” managed by the position and/or the activity of the Department.

- £30m-£35m revenue to manage across c8 sites
- C3 finance managers at site and several sites with no onsite finance resource
- Regular travel to all sites to build and maintain relationships

3. Organization chart – Indicate schematically the position of the job within the organization. It is sufficient to indicate one hierarchical level above (including possible functional boss) and, if applicable, one below the position. In the horizontal direction, the other jobs reporting to the same superior should be indicated.



4. Context and main issues – Describe the most difficult types of problems the jobholder has to face (internal or external to Sodexo) and/or the regulations, guidelines, practices that are to be adhered to.

- Ensure financial consistency in reporting and deeper analysis of results.
- Implementation of controls to ensure operational efficiencies.
- Driving profitability and compliance within sites
- Overseeing and managing client relationships and client reporting on the financial side

• **5. Main assignments** – Indicate the main activities / duties to be conducted in the job.

- Creation of insightful, commercially focused reporting to aid strategic decision making
- Accurate, timely and frequent reporting of the financial performance of the contracts
- Production of accurate and timely management accounts with evidence to support effectiveness of key operational decisions.
- Establishing effective relationships with clients and operational heads of department to maximise influencing ability
- Demonstration of understanding contract key drivers through improved reporting, cost reduction and control and profit maximisation
- Management of the control environment
- Motivating and engaging the local finance teams and ensuring they are fully connected to other site based departments
- Working with the FBP to ensure all financial processes within the segment are delivered in the most efficient manner for the wider business
- Supporting the advancement of technology solutions across the segment to support efficiency in the finance function

6. Accountabilities – Give the 3 to 5 key outputs of the position vis-à-vis the organization; they should focus on end results, not duties or activities.

- Production of high quality management information to the business and the client that will support and substantiate the current and future position with a strong emphasis on revenue and cost analysis, cost control and profit improvement opportunities.
- Provision of robust forecasts and budgets ensuring information integrity and high quality and flexible analytical insight.
- Support the planning and delivery of the commercial operation throughout all contracts
- Manage, coach and develop direct reports to allow each person to reach their potential and ensure the best finance team members are in place with the necessary skills to perform the role.

7. Person Specification – Indicate the skills, knowledge and experience that the job holder should require to conduct the role effectively

Experience and Qualifications

- Qualified Accountant or working towards Qualification
- Excellent Microsoft Excel skills with experience in management accounts and reporting developments
- Desirable to have good working knowledge of SAP and Essbase or other large accounting systems
- Experience in operational and financial controls and continuous improvement
- Desirable to have knowledge of a high-volume retail, hospitality or catering
- Good understanding of commercial contract management and stakeholder involvement
- Strong interpersonal skills and leadership of team members

Capabilities

- Resilience - sustains momentum when faced with challenges. Balances competing demands and responds well to changed priorities.
- Impact and Influence - Communicates effectively and inspires people at all levels. Gains the commitment of others to drive towards and achieve a high performance culture.
- Analysis and Decision Making - Incisive and strong willed in focusing on achieving business goals. Able to analyse the cause of a problem and identify solutions.
- Planning and Organisation - Consistently completes deliverables within deadline, within budget, and beyond expected quality, even under time pressured conditions.
- Continuous Improvement - Seeks to continuously improve outputs for the benefit of the business. Constantly raises the standard and quality of work, benchmarking against best practice

8. Management Approval – To be completed by document owner



Version	1	Date	04.2026
Document Owner	Bruce Clow		

9. Employee Approval – To be completed by employee

Employee Name	Date

APPENDIX 1 – Current Sites

Direct Responsibility £33m Revenues

Brighton

Kent

Millwall

Fulham