

Job Description:

GSM Finance Business Partner

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| Function: | Service Operations – Global Supply Management |
| Position: | GSM Finance Business Partner |
| Job holder: | |
| Date (in job since): | |
| Immediate manager (N+1 Job title and name): | Global Financial Controller – SM Performance |
| Additional reporting line to: | |
| Position location: | Stevenage |

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

- An exciting phase in our worldwide Supply Management transformation journey is the continuous development of professional Supply Management (SM) financial capability. This role is a pivotal component in that ambition. This position delivers professional Financial Business Partner services to our regions and Global Food Team as well as being process owner of key activities.

2. Main assignments – Indicate the main activities / duties to be conducted in the job.

Finance Business Partnering:

- Financial SM business partnering support of all Food/SSI categories taking full ownership of 3-4 regions
- Providing insightful analysis and insights of strategic SM category development through Financial Modelling to regional and global teams
- Visibility, interpretation, and insights of the savings initiative's portfolio including progress against target/forecast and pipeline transparency
- Collaboration with all Supply Management regions across Sodexo whilst contributing to a strong analytical network of SM Finance colleagues globally
- Connecting performance of the function to the P&L

Processes:

- Continuous improvement of current processes across the Worldwide SM performance and KPI agenda
- Consolidation/ownership of all regional and global Food reporting on a monthly/quarterly basis
- Assist in preparation of all financial aspects of Food Quarterly Business Review
- Ensuring all ad-hoc business projects has adequate reporting set up and in line with Global SM strategy
- Ad-hoc data gathering, modelling and interpretation

Projects:

- Process owner of Inflation reporting
- Project lead to automate levers reporting into HFM/PowerBI
- Leading key Global projects in all finance related aspects and other finance related projects in line with Global SM finance roadmap
- Prioritisation of duties as this is an evolving role with high visibility and exposure to numerous senior stakeholders.

Note: This list is not exhaustive, accountabilities may vary dependent on locality or role complexity and may include any other duties considered reasonable by the line manager.

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

- Continuous improvement of current processes across the Global SM performance and KPI agenda.
- Matrix management with numerous worldwide stakeholders throughout SO, Supply Management, Soft and Hard FM Platforms and SM Finance
- Data sourcing and maintenance aligned to other strategic data programs developing across SM worldwide.
- Prioritisation of duties as this is an evolving role with high visibility and exposure to numerous senior stakeholders.
- Critical to the success of the role is to gain a thorough understanding of global spend, levers and markets (inflation drivers)

4. 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.

- All applicable category strategy plans have robust financial models in place which remain relevant and maintained in accordance with the needs of each Category owner.
- Data, analysing, reporting, and recommendations. Reconcile multiple sources of data to analyse trends & opportunities; provide financial outputs for SM team requirements.
- Good financial governance principles with a bias for strong regional collaboration.

5. 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.

- The scope of this role covers responsibility for financial modelling of all regionally focused reporting for Food/SSI for 3-4 regions as well as key point of contact for Food Categories. (€12.1b across Food spend in FY24)
- The role directly supports the central buying SM teams with all centrally managed SSI supplier negotiations/tenders and related opportunities as required.
- Oversight of material volumes of data sourcing to enable financial model construction and analysis.
- This role owns the integrity of SM Performance and KPI reporting for SM reporting countries (27 countries)

6. Job profile – Describe the qualifications (Education & experience), competencies and skills needed to succeed in the position.

- Degree level education & accountancy qualification (ACA/ACCA/CIMA)
- 3+ years post qualification/role relevant experience
- Ability to influence and deal with numerous stakeholders of all levels
- Supply chain experience desirable
- Global mindset with international experience an advantage,
- Fluency in English mandatory; any other language an advantage.
- Excellent Microsoft Office skills (Excel, PowerPoint and Power BI) and relevant data capture, storage & analytical tools/systems

7. 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.



Levels

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Received:

Date:

Date:

Job holder

Immediate Manager