

Job Description:   
Commercial Finance Analyst - Platforms

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| Function: | | | Centre of Excellence – Commercial Finance | | | | | | | |
| Job: | | | Commercial Finance Analyst – Platforms | | | | | | | |
| Position: | | | Commercial Finance Analyst – Platforms | | | | | | | |
| Job holder: | | |  | | | | | | | |
| Date (in job since): | | |  | | | | | | | |
| Immediate manager  (N+1 Job title and name): | | | Commercial Finance Manager - Platforms | | | | | | | |
| Position location: | | | Hybrid – Salford / home worker | | | | | | | |
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| 1. Purpose of the Job – State concisely the aim of the job. | | | | | | | | | | |
| The purpose of the role is to advance commercial understanding and insights via actionable reporting, and support business stakeholders within Tech and Services + Marketing in the optimization of business performance.  The key aspects of the role will include:   1. Working with the Reporting and Analytics Centre of Excellence in enhancing regional Service Line reporting, focusing on the financial and quality performance of our key services and brands. 2. Insightful Reporting and understand P&L performance of sites within segments who have implemented regional and global initiatives. 3. Reviewing benchmarks within Service Line performance and providing recommendations whilst aligning with both regional and global strategy. 4. Provide commercial insights to leadership teams across the Platforms and Marketing detailing key findings, outlining scenarios and providing recommendations on improving performance. 5. Providing commercial support to these teams to help shape planning and monitor the impact of initiatives and deployment. 6. Working with platform SMEs to derive benchmarks and gap analysis on regional low performing and lossmaking contracts and partnering with the Platforms in recommending what activities should start, stop or continue based on findings. | | | | | | | | | | |
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| 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. | | | | | | | | | | |
| Coverage |  | Priority Brand Revenue |  |  |  |  |  |  |  | |
| Food | €250m |
|  |  | Segments |  |  | All UK&I | |
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| 3. Organisation chart – Indicate schematically the position of the job within the organisation. 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. |
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| **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. |
| Identify and communicate key performance drivers across a varied business landscape in order to deliver coherent performance narrative and actionable insights to drive improved business performance.  Work across a wide range of stakeholders to influence and deliver joined up decision making which supports business transformation and operational excellence.  You will provide visual, actionable insight on service performance that will enable the Platforms, Marketing, and Segments to Drive enhanced business performance.  In addition, the role may be a deputy for the Commercial Finance Manager as representative for the team, providing support as required.  The main areas of focus and challenge for the role will be:   * Develop high-quality service insight * Providing commercial support to Platforms and Marketing, identifying efficiency opportunities and supporting the business to monitor and deliver against targets * To work with the platforms to manage data complexity and, as required, support development to improve data quality * To identify service benchmarks and detail the gap between our current cost base and our target model * Track the delivery of key projects, managing the output of data into regional and global tools to bring clarity to the business * Relationships – establish and develop excellent working relationship with key stakeholders in the Platforms, Marketing, and wider teams |

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| 5. Main assignments – Indicate the main activities / duties to be conducted in the job. |
| * Deliver Business Insights to the Platforms, Marketing, and key Regional Stakeholders * Collaborate with the Reporting and Analytics Centre of Excellence to define, design, develop, test and deploy high quality, visual reporting that provides insight to the Platforms * Data Insight & Analysis to inform, make recommendations and improve platform decision-making for investments and service amendments * Contribute as part of the Commercial Finance Centre of Excellence team that provides challenge and curiosity with insight, improvement and outcomes that can be measured in value and quality. * Support the implementation of a process of continuous improvement and innovation * Ensure all operational activity is carried out in compliance with all established standards and Group policies. |
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| 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. |
| * Benchmark costs for all services. * Delivery of regular high-quality service insight for Services and provision of analysis against key performance indicators. * Detailed analysis and insight on service performance, including service building blocks and work with stakeholders to evaluate options, prepare recommendations and drive efficiency. * Business partner with Platform and Marketing specialists in driving business profitable business performance. |

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| 7. Person Specification – Indicate the skills, knowledge and experience that the job holder should require to conduct the role effectively |
| Essential:   * Experience of stakeholder management with both finance and non-finance stakeholders. * Qualified accountant (ACCA/CIMA), finalist, or qualified by experience with experience of working on detailed insightful reporting and partnering with the business. * Pro-active and collaborative approach playing a key part in strategic goals. * Very strong commercial acumen and able to translate information into insightful reporting for the business. * Strategic & creative thinking coupled with sound judgement and decision making. * Outstanding oral and written communication skills. * Strong interpersonal skills (presentational, communication, listening, influencing, diplomacy). * Understanding and experience in working within a large multinational company.   Desirable   * Excellent understanding of the management and development of financial systems * Previous experience within a services background is highly desirable * Evidence of on-going self-development |

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| 8. Competencies – Indicate which of the Sodexo core competencies and any professional competencies that the role requires |
| Growth, client & customer satisfaction – Strategy & implementation.  Rigorous management of results - delivering stretched results, business & financial acumen.  Innovation & change – acts upon opportunities and faces problems, accepts accountability, receptive to internal and external stakeholder perspectives, role models resilience, patience and persistence, acts to broaden influence, challenges the status quo.  Brand notoriety – maintaining perspective vis-a vis the quality and safety of service and product delivery, providing excellent high-quality service to internal clients as well as external and supporting brand awareness through employees and their engagement. |

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| 9. Management Approval – To be completed by document owner |
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