



Finance Business Partner

Reports to: Group Financial Controller
Location: Miramar, Wellington

Role Purpose

The Finance Team exists to partner the business providing analysis and insights which inform and enhance future performance, efficient and effective financial services which enable operations, assurance of regulatory compliance and reduction of risk.

The Finance Business Partner will work alongside our Business Unit Managers, CFO and Group Financial Controller to provide reporting and commentary on the past, budgets and forecasts for the future, and meaningful analysis and commercial insights which will deliver value and growth to the organisation.

Key Accountabilities & Outcomes

- Delivery of insightful monthly financial reporting including revenue and margin analysis which enables management to understand the past and inform the future.
- Report on a range of financial and non-financial KPI's to measure performance against targets, highlight achievements and provide early detection of any negative trends.
- Develop a partnership between Finance and the Business Units based on shared knowledge and goals which ensures the accuracy of the financial reporting and contributes to the improved performance of all of Weta. This includes supporting Business Units through large change implementation projects.
- Produce the annual budget and continuous forecasting of revenues, gross margin, expenses and EBITDA. This includes detailed tracking of committed and uncommitted revenues and the opportunity pipeline to focus the business on optimising resources and opportunities.
- Cashflow forecasting to ensure the business maximizes its cash position and has funds available for ongoing investment in existing and new initiatives.
- Research into competitor rates and margins to inform optimal service and product pricing.
- A focus on continuous improvement of finance processes and systems which provide efficient, cost-effective services to the business. This may include assisting with implementation of new finance systems
- Works closely with the Group Financial Controller to manage key elements of the ERP system (Odoo), including user support, training, reporting development, system enhancements, and the management and testing of change requests.
- Month end journals and other financial accounting tasks to prepare and ensure the completeness and accuracy of the financial accounts.
- Filing of quarterly royalty returns
- Champions excellent health, safety and wellbeing practices.

Health, Safety, and Well-being

- Follows all health, safety, and well-being rules, procedures, and instructions. Takes reasonable care to look after their own H&S at work and the H&S of others.
- Champions excellent health, safety and wellbeing practices.

Qualifications & Experience

- Relevant tertiary qualification
- Chartered member of CAANZ or equivalent
- Minimum 5 years accounting experience
- Experience in a commercial financial analysis role, preferably in a Manufacture or FMCG environment.
- Knowledge and experience with accounting and reporting software.
- Knowledge and experience with Microsoft packages including Excel, Word and Outlook.

Skills & Competencies

- Excellent administrative skills and attention to detail
- Ability to build relationships well across a business
- Exceptional time management skills
- Experience implementing financial processes
- Strong understanding of financial systems

Key Working Relationships

Internal

- Business Unit Managers
- Production Managers
- Business Development & New Business Managers
- Finance Team
- Procurement Team

External

- IT system providers
- Suppliers