



Finance Business Partner

Reports to: 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 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.
- 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 optimizing 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.
- Ad hoc cashflow forecasting and financial modeling for CAPEX projects and large multi-year commercial projects, which considers the cashflow position over the project's life and any relevant metrics such as NPV or payback period where appropriate.
- A focus on continuous improvement of finance processes and systems which provide efficient, cost-effective services to the business.
- Month end journals and other financial accounting tasks to prepare and ensure the completeness and accuracy of the financial accounts.
- Provides support to other key finance functions as required.

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 2 years post CA accounting experience
- Experience in a commercial financial analysis role, preferably in a Manufacture environment.
- Knowledge and experience with accounting and reporting software.
- Knowledge and experience with Microsoft packages including Excel, Word and Outlook.

Skills & Competencies

- Forecasting & financial modelling
- Business partnering
- Collaboration & teamwork
- Communication
- Process improvement

Key Working Relationships

Internal

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

External

- IT system providers
- Suppliers

Change to Job Description

Completed on: 1/02/2026 Review Date: 1/02/2027