**Job Description**

|  |  |
| --- | --- |
| **Role** | |
| **Job Title:** | Financial Controller |
| **Division:** | AB Neo |
| **Department:** | Finance |
| **Location:** | Videbaek, Denmark |
| **Role Type:**  Permanent, FTC etc | Permanent |
| **Team Structure:**  Reports to, Direct & Indirect Reports | Reports to the site Finance Manager  No direct reports |

|  |  |
| --- | --- |
| **Description** | |
| **Impact Statement:**  The contribution of the role to achieving the overall business objective. Span of impact.  Main purpose, focus of the role. | This role supports the Finance Manager through managing Financial Controls, being responsible for generating material for the yearly audit as well as setting up the yearly report. It also includes finance partnering together with commercial and production in terms of creating and defining KPI reports as well as following up monthly on sales, production and cost performance.  The Financial Controller is expected to fill in for the Finance Manager in cases of annual leave etc.  Will also include option for cover up each other areas of responsibility and to ensure that core finance functions can run smoothly. |
| **Feed Safety** | Understand the impact of processes and actions on Feed Safety.  Carry out tasks and procedures as trained. |
| **Key Responsibilities:**  The key objectives and accountabilities of the role. (5 to 10 areas) | **Responsibilities:**   * Month-end procedures * Preparing Period Packs for both actuals, budget and forecast * Ownership of reports central for following up on sales, cost and production. Excel reports and Power BI reports. * Cost accounting. * Analysis of cost of production and variances. * Preparing and population of KPI`s for main accounting areas: Sales, cost of production, working capital and Capex consumption. * Central AB Agri (Finance, HR, Credit control): Cooperation and ensure best practice and awareness are implemented. * Financial framework: understand procedures that this role must follow. * Yearly audit and financial reporting * Co-work with finance manager. Take responsibility and demonstrate overview. Handle many different task and projects to potentially fill in for the finance manager * Audit and controls: Prepare material and handle a wide array of communication with external and internal auditors to ensure compliance. |
| **KPI’s** | Need to populate   * Month end reporting on time each month * Explain site performance vs. budget/forecast each month * Drive KPI’s such as working capital and EBIT together with management * No Grade 1 Financial Control audit points * Set up of yearly financial report together with auditor |
| **Key Stakeholders**  What are the challenges of the relationships, communication strategies required etc | * Central AB AGRI (Finance, HR, Credit control): Cooperation and ensure best practice and awareness are implemented. * Financial framework: understand procedures that this role must follow. * Management in other departments: Cooperation and support of management in production, sales and purchasing * Co-work with finance manager. Take responsibility and demonstrate overview. Handle many different task and projects. |
| **Scope**  Depth, Breadth of knowledge application, ability to innovate, complexity of tasks, budgetary responsibility | * Good communication and analysing skills * Wide knowledge of finance team tasks * Ability to business partner with other areas * No budget responsibilities. * Interested in learning more and develop finance function * The role will make segregation of duties possible in more areas. |

|  |  |  |
| --- | --- | --- |
| **Person Specification** |  | **Essential / Desirable** |
| **Knowledge:**  formal qualifications genuinely necessary or any key areas of knowledge. | * Experience working in finance function * Experience in financial reporting * Experience in Microsoft Office systems (Excel and Power BI) * Good Communications Skills * Experience with Business Partnering * Experience as an accountant * Navision or similar ERP systems | Essential  Essential  Essential    Essential  Desirable  Desirable Desirable |
| **Key Behaviours:**  Consider which of our values and behaviours are particularly relevant and also any role specific behaviours | * Business focused. Curious about other areas than finance * Teamwork. Part of a small team, stand in for each other * Drive performance – really want to learn more and make a difference in development of the finance function. |  |
| **Other factors:**  Travel, Shift Working, HGV Licence etc | * Out of hours work might be necessary at times and is therefore expected within the context of the role. * Danish and Business English. |  |
| **Date Agreed:** |  | |
| **Authorised by:** |  | |