

POSITION DESCRIPTION

Finance Manager

Date:	22 October 2024	Line Manager:	Head of Group Planning and Analysis
Title:	Finance Manager	Direct Reports:	Nil
Team:	Group Planning and Analysis	Status of Position:	Permanent Full Time
Location:	Sydney, NSW	Date Reviewed:	

1 Position Summary

Reporting to the Head of Group Planning and Analysis, the Finance Manager is responsible for financial planning, reporting and business performance within Squadron Energy. This is a key leadership role in Squadron Energy Finance to partner with the businesses and provide financial analysis and reporting, strategic and management advice to the leadership team, focusing on resolving complexity, driving simplicity, enhancing commercial and customer insight and improving both operational and financial performance.

This role requires strong leadership to influence stakeholders at all levels of across the businesses with integrity, transparency and plays a critical role in establishing broader business cadence.

1.1 Key Responsibilities

- Manage the overall financial planning, reporting and business performance for Squadron Energy.
- Provide commercial insight and strategic support to the Chief Financial Officer (CFO) in relation to financial targets, efficiency and delivery of key business priorities.
- Review Financial results to ensure they are in line with expectations and if not works with Business to take corrective action.
- Ownership, understanding and interpretation of the three-statement reporting and related issues for delivery to the CFO.
- Provide commercial insight and strategic support to the business in relation to financial targets, efficiency and delivery of key business priorities.
- Liaise with Group Finance to deliver data and analysis that meets both the Business Unit and Group Finance requirements.
- Manage implementation of new financial and operational process for new business development.
- Picks up trends when financial results not meeting strategy (or Business case outcomes) and assist business to take corrective actions to meet desired financial outcomes.
- Support and provide financial scrutiny on business cases.
- Uses knowledge of global and local markets and the competitive landscape to influence strategic business decisions.

- Questions and challenges the business and provides feedback and advice to drive optimal business outcomes.
- Line of sight of Projects and operational performance into Strategic Planning.

1.2 General Responsibilities

Health, safety, and environment	Comply with all workplace health, safety and environmental obligations and report any incidents, hazards and accidents to the safety and environment team.
Administration	Ensure all documentation is stored and recorded on the Squadron Energy document management system.
Reporting	Ensure that issues and risks are escalated/reported to management in a timely manner.
Financial	Adhere to Squadron Energy and project procedures for purchasing and expenditure in compliance with approved budgets.
Stakeholders	Maintain a professional relationship with all project Stakeholders.
Company	Ensure that all work is carried out in accordance with Squadron Energy's employee policies and standards.

2 Skills and experience

2.1 Experience and knowledge

- 7+ years relevant experience.
- Extensive experience working with other areas of the business through projects.
- Strong experience leading teams in a changing environment.
- Experience owning, developing and executing a Business Unit level strategy.
- Strong ability to maintain and enhance external networks.

2.2 Skills

- Highly developed people management skills, with experience developing and mentoring people managers.
- Strong interpersonal and communication skills with demonstrated experience of working collaboratively and influencing across multiple stakeholder groups.
- Superior Technical Accounting skills.

2.3 Qualifications

- Graduate degree in a relevant discipline and post graduate qualification (e.g. CPA/CA).

3 Core behavioural responsibilities for all employees

Our values drive everything we do and underpin the culture we seek to create. Integration of our ten core values into our employment practices and frameworks allows Squadron Energy to recognise and respect individual employees for their personal contributions to their roles, their colleagues, our company and stakeholders.

Humility	Courage and Determination	Empowerment	Enthusiasm
Family	Frugality	Generating Ideas	Integrity
Safety	Stretch Targets		

4 Competencies and Traits

The SQE Competency Framework is mapped to define the key competencies as they apply to each level of leadership within the business. This helps employees and managers understand the progression in competence level required to succeed at, and progress through various levels across SQE.

The competencies and traits for the level of your position can be found here ([link](#)).

Squadron Energy is an EEO employer and we value diversity within our company.