

Finance

Grade: 1

Departmental/Directorate overview

The Finance Directorate, led by the Chief Financial Officer and their leadership team, is made up of three distinct teams:

- Finance
- Commercial Management
- Procurement

Within the Finance team there are multiple disciplines including the core financial control activities, including cost control, for which this role would be responsible. It is an exciting time to join the Finance function as the CFO is looking to make a significant amount of change and enhancement in each of the areas but also looking for synergies and alignment across the Directorate.

The role

Reporting into the Director of Financial Control, this new role within the Finance Directorate will be responsible for cost management across the Corporation (expenditure within Nest Corporation associated with the Nest Scheme and the Trustee). The role will engage with stakeholders across the business, promoting budgetary control, cost synergies, value of money - helping to maximise outcomes for our members and meeting our Managing Public Money (MPM) obligations. The role will incorporate management and oversight of the accounts payable team (2-3) and cost control resource (1); and assume responsibility for operational tax matters i.e. PSA and VAT returns. The role will also have an element of change responsibility to implement new cost control related enhancements. A key responsibility is to ensure strong working relationships with strategic partners and all suppliers.

Scope and deliverables

Accountability and Deliverables

- › Analyse and monitor all direct and indirect expenditure within the Corporation to promote budgetary control and identify opportunities for efficiency and effectiveness in the Corporation's spend.
- › Implement and enforce cost control measures to reduce waste and improve performance, identifying cross-enterprise initiatives leading to cost-synergies.
- › Partner with P&C (People & Culture) and FBP's (Finance Business Partners) to ensure reconciled actuals and agreed forecasted headcount reporting for monthly and quarterly MI.
- › Ensure Managing Public Money (MPM) is considered in the cost controls and practices across the organisation.
- › Establish and embed operational tax activity within this function, this will involve taking ownership of PSA from the P&C Operations team and performing the quarterly VAT return submissions and any other related VAT activity.
- › Work with the Head of Finance Change to setup a new expense system (Integrated with the ledger) – noting the current process sits within P&C and will need to be transferred to Finance.
- › Oversee the accounts payable (AP) function, ensuring accurate and timely processing of invoices, maintenance of supplier relationships and management of financial risks.
- › Support the Accounts Payable Manager in the transformation of Accounts Payable practices.
- › Collaborate with wider finance team to monitor and develop budgets, providing valuable insight to improve accuracy and effective of expenditure forecasts.
- › Collaborate with our strategic sourcing team, project managers and other stakeholders to optimise expenditure, promote our financial strategy and manage key contracts.
- › Promote understanding and compliance with financial processes and controls across the organisation, in particular support for AP processes.
- › Develop and monitor a Value for Money (VfM) assessment to ensure ongoing compliance with VfM requirements.
- › Support ad-hoc requests from the finance leadership team.

Relationships and autonomy

The role is expected to build strong working relationships with senior leadership and budget holders across the corporation as well as with external suppliers and key strategic partners.

Role requirements

Experience and technical skills

Technical Skills

- › Proven experience as a Senior Cost Manager within the Financial Services industry.
- › Good IT skills particularly with MS Office (Outlook, Excel, Word, PowerPoint etc.)
- › Strong analytical and problem-solving skills with the ability to interpret complex financial data and identify cost drivers.
- › An attention to detail with strong organisation skills.
- › People management skills, with proven experience in supporting the development of team members.

Personal attributes

- › Highly numerate with excellent cost management skills.
- › Excellent verbal and written communication skills and able to build relationships with stakeholders across the corporation and externally.

Working pattern

This is a full-time role with an expectation of regular office attendance a minimum of 1-2 days per week, in line with Nest's hybrid working model. Given the importance of this role in a period of heightened change, CFO expects two days a week in the office to facilitate greater interpersonal interaction on change matters.

We welcome flexible working applications and will give due consideration to requests to adapt the working pattern and arrangements for the role.

Grade Descriptor

Head of a team, directing activities that have direct impact to the achievement of results for a **Directorate or Lead of a specific technical discipline**. Recommends and operationalises strategies.