



## POSITION DESCRIPTION

<b>Position Title:</b>	Finance Business Partner – Commercial
<b>Cluster / Business Unit / Division</b>	Chief Operating Officer Group (COOG)
<b>Section or Unit:</b>	Finance
<b>Classification:</b>	Band 7
<b>Job Family:</b>	Accounting & Finance
<b>Position Description Number:</b>	PD-2325
<b>Work Contract Type:</b>	Professional
<b>STEMM/NON-STEMM:</b>	NON-STEMM

## POSITION PURPOSE

The Finance Business Partner (FBP) - Commercial serves as a trusted advisor to the Nuclear Operations and Nuclear Medicine (NONM) and Commercial Products and Services (CPS) client groups, including Executives, providing management accounting and reporting services, financial planning and budgeting support, financial insights, analysis, and recommendations to improve business performance. The FBP Commercial supports sales and marketing teams in developing product, pricing and customer strategies and partners with production teams to provide insightful analytics; quantifying impacts and opportunities to continually improve commercial outcomes and ensure compliance with financial regulations and policies. The Finance Business Partner – Commercial reports to the Deputy CFO.

## ORGANISATIONAL ENVIRONMENT

ANSTO leverages great science to deliver big outcomes. We partner with scientists and engineers and apply new technologies to provide real-world benefits. ANSTOs work improves human health, saves lives, builds our industries, and protects the environment.

The FBP Commercial operates within the Finance team in the Chief Operating Officer Group, which brings together several Corporate Services Functions from across ANSTO, creating greater synergies across operational areas of our organisation, and more streamlined interfaces with the Department of Industry, Science, Energy and Resources and other Federal agencies.

- Finance and Operational Services (FOS)
- Corporate Affairs
- Legal Services
- People, Performance and Capability
- Regulatory and Safety Assurance
- Capital Program Management Office

ANSTO's FOS function plays a critical role in managing the financial resources, budgeting, forecasting, financial reporting, and analysis. The FBP Commercial is part of the Finance Business Partnering team, who act as trusted financial advisors and stewards, supporting leaders to access, interpret, and gain insight to drive ANSTOs sustainability and growth.

## **ACCOUNTABILITIES & RESPONSIBILITIES**

### **Key Accountabilities**

#### **BUSINESS PARTNERING**

- Serve as a trusted advisor to NONM and CPS client groups, providing financial insights, analysis, and recommendations to drive continuous improvement and promote ANSTOs financial sustainability, including capital expenditure.
- Promote compliance with accounting standards, policies, and procedures, monitor and evaluate financial risks and maintain a strong control environment.
- Support periodic financial budgeting, reporting, and forecasting, providing meaningful commentary on financial P&Ls, forecast variances and KPIs.
- Partner with the Integrated Business Planning (IBP) team to ensure forecasts align to IBP assumptions and provide accurate Costed Supply plans.
- Review and analyse financial data, periodic reports, performance indicators, and trends to provide insights and recommendations for improving financial performance and efficiency.
- Support the budget and planning process by working with the client group to prepare strategically aligned OPEX 24-month forecasts.
- Provide support and advisory to the Capital Accountant and Project Accountants in capital forecasting, budgeting, and analysis tasks across the EPMO portfolio, as required. This includes but is not restricted to review of business cases, scenario planning, budget controls, financial closure of projects.
- Drive financial performance measurement and reporting initiatives, establishing key performance indicators (KPIs) and monitoring financial performance against targets across the team.

#### **COMMERCIAL PERFORMANCE**

- Partner with NONM and CPS leaders to develop and evaluate financial strategies, feasibility studies, business cases, and investment proposals.
- In conjunction with the Finance Manager – Manufacturing:
  - support sales and marketing teams in developing product, pricing and customer strategies.
  - lead the team to provide profitability analysis and insights across product, customer and pricing strategies, utilising SAP-COPA.
  - provide feedback and support to the Supply Chain and Production Managers, via the Commercial Manager – Manufacturing on the effectiveness of Bill of Materials (BOMs) / routings and Sales and Operations Planning (S&OP) processes used in the manufacturing operations of commercial divisions.
- Support cost reduction activities, including the preparation of cost reduction forecasts and analysis of current labour and overhead standards to determine the need for changes.
- Identify and develop ways to improve performance reporting, in line with superior manufacturing practice, and improve efficiencies and effectiveness of operations.
- Build and manage relationships with General Managers of commercial divisions, key supervisors, and shop floor staff to identify and improve processes, systems, and workflows using quality management principles.

#### **PEOPLE AND LEADERSHIP**

- Lead and manage a team to provide department relevant financial advice and FP&A support.
- Provide mentorship, and provide constructive feedback and career development support where required.
- Support team members to prioritise and simplify service delivery, in collaboration with business stakeholders.

#### **TEAMWORK AND CONTINUOUS IMPROVEMENT**

- Motivate, coach, manage, support and influence Manufacturing, Supply and Commercial staff across ANSTO to develop a high-performance culture that value adds.
- Contribute to a culture of learning and continuous improvement across the Finance team. Actively participate in team meetings, workshops, and brainstorming sessions. Contribute ideas, share knowledge, and provide support to colleagues in achieving common goals.

- Document and continually improve business processes and internal controls for plant-based BU or commercial operations.
- Undertake additional duties as required and during period of leave of other staff.

### Finance Professional Competencies

- **Business/Commercial Acumen:** Develop a deep understanding of ANSTO, its business units, its strategy, growth, and sustainability drivers.
- **Digital and Data Fluency:** Acts as a digital coach to enable self-serve of financial data and business forecasts, and supports data driven decision making.
- **Client Centricity:** Identify stakeholder needs and articulate and advocate solutions to complex problems and investment decisions across multiple stakeholders.
- **ANSTO Connected:** Coach to achieve the best outcomes for ANSTO rather than business unit priorities.
- **Change Agility:** Collaborate with others to understand change drivers, collaborate, and deliver continuous improvements to process, system, and capabilities.

### Decision Making

- The Finance Business Partner – Commercial works within a framework of legislation, policies, professional standards, and resource parameters. Within this framework the Finance Business Partner – Commercial has some independence in determining how to achieve objectives of the team, including deciding on methods and approaches, operations, project planning and allocation of resources.
- The position is fully accountable for the accuracy, integrity, and quality of the content of advice provided to NONM and CPS and is required to ensure that decisions are based on sound evidence, but at times may be required to make effective judgements under pressure or in the absence of complete information or expert advice.
- The ANSTO values, organisational corporate plan, business plan, operational excellence program, the Finance strategy and Finance objectives provide the context for the position.
- The levels of authority delegated to this position are those approved and issued by the Chief Executive Officer. All delegations will be in line with the ANSTO Delegation Manual AS-1682 (as amended or replaced).

### Key Challenges

- Balancing business unit demands and priorities with ANSTO strategic objectives and coaching for the best solution for ANSTO.
- Ensuring the successful implementation of strategic objectives and project completion whilst managing conflicting priorities and deadlines.
- Adapting to changing financial regulations, industry trends, and organisational requirements.

### KEY RELATIONSHIPS

Who	Purpose
<b>Internal</b>	
Deputy CFO	<ul style="list-style-type: none"> <li>• Receive guidance and direction</li> <li>• Provide expert, authoritative and evidence-based advice</li> <li>• Negotiate and report on budgets and resources consistent with strategic plans and goals</li> <li>• Recommend and gain endorsement for plans and goals and other initiatives</li> </ul>
Reporting and Analytics Team	<ul style="list-style-type: none"> <li>• Collaborate and cross skill to drive reporting and forecasting automation.</li> </ul>
Finance Manager - Manufacturing	<ul style="list-style-type: none"> <li>• Provide feedback and support to allow for the support of the Supply Chain and Production Managers on the effectiveness of Bill of Materials (BOMs) / routings and Sales and Operations Planning</li> </ul>

	(S&OP) processes used in the manufacturing operations of commercial divisions
Finance Business Partnering Team	<ul style="list-style-type: none"> <li>• Alignment on a consistent and standard service delivery approach and reporting, where possible</li> <li>• Contribute to group decision making processes, planning and goals</li> <li>• Collaborate and share accountability</li> <li>• Negotiate and resolve conflicts</li> </ul>
Financial Advisors	<ul style="list-style-type: none"> <li>• Provide leadership, guidance and support</li> <li>•</li> </ul>
Group Executive/s and Senior Leadership Team	<ul style="list-style-type: none"> <li>• Serve as a trusted advisor and assist with achieving sustainable budgets &amp; forecasts</li> </ul>
Stakeholder/Client/Cost Centre Managers	<ul style="list-style-type: none"> <li>• Collaborate on financial strategies, provide financial insights, and support decision-making processes.</li> </ul>
HR Business Partners and IBP teams	<ul style="list-style-type: none"> <li>• Engage and collaborate on FTE matters</li> </ul>
EPMO and client Project Teams	<ul style="list-style-type: none"> <li>• Collaborate during creation and closure of AUCs.</li> <li>• Determine the OPEX/CAPEX split of projects</li> </ul>
<b>External</b>	
External Auditors	<ul style="list-style-type: none"> <li>• Establish and manage effective relationships and maintain ongoing productive working relationships with all stakeholders</li> <li>• Give the auditor any information, explanation or assistance required for the purpose of the audit or review.</li> </ul>

## POSITION DIMENSIONS

### Staff Data

Reporting Line	Reports to the Deputy CFO
Direct Reports	Nil
Indirect Reports	Nil

### Special / Physical Requirements

Location:	Lucas Heights / Camperdown / Clayton Working in different areas of designated site/campus as needed
Travel:	May be required travel to ANSTO sites from time to time
Physical:	Office based physical requirements (sitting, standing, minimal manual handling, movement around office and site, extended hours working at computer) Public Speaking
Radiation areas:	May be required to work in radiation areas under tightly regulated conditions
Hours:	Willingness to work extended and varied hours based on operational requirements
Clearance requirements:	Satisfy ANSTO Security and Medical clearance requirements Obtain and maintain appropriate federal government clearance

### Workplace Health & Safety

Specific role/s as specified in <u>AP-2362</u> of the ANSTO WHS Management System	<p>All Workers</p> <p>Managers / Leaders / Supervisors</p> <p>Other specialised roles identified within the guideline a position holder may be allocated to in the course of their duties</p>
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## ORGANISATIONAL CHART

On file.

## KNOWLEDGE, SKILLS, AND EXPERIENCE

1. Bachelor's degree in Finance, Accounting, Business, Commerce or a related field. Alternatively, an equivalent level tertiary qualification coupled with extensive experience in finance, accounting, or a similar discipline. CA/CPA qualification.
2. Finance business partnering for a comparable Commercial organisation with experience developing customer and product strategies and overseeing manufacturing operations.
3. Significant experience to deliver high-quality financial analysis, reporting, and strategic insights.
4. Ability to guide, develop, and mentor staff to achieve desired organisational outcomes and optimal work performance.
5. Commercial experience, including demand and supply planning to underpin effective Integrated Business Planning (IBP) processes.
6. Customer and product profitability analysis, supported by enabling technology SAP-COPA (Controlling & Profitability Analysis)
7. Commercial acumen, ability provide strategic advisory to stakeholders on opportunities to drive growth and improve performance.
8. Proficiency in business IT systems, including accounting software, excel, SAP, ANAPLAN (or other major forecasting tool), and data analysis tools.
9. Excellent communication and interpersonal skills to effectively convey financial information and build relationships with stakeholders from Executive to Cost Centre manager levels.

## VERIFICATION

This section verifies that the line manager and appropriate senior manager/executive confirm that this is a true and accurate reflection of the position.

Line Manager		Delegated Authority	
Name:	Roslyn Hatton	Name:	Emily Hodgson
Title:	Deputy CFO	Title:	CFO
Signature:		Signature:	
Date:	24.12.24	Date:	