Job Description

**Business Planning Manager**

**Job Introduction**

A fantastic opportunity has arisen to join Southeastern Railway as a Business Planning Manager based from our modern London Bridge Head Office (with hybrid working).

This is a key role where you will support the development of annual £1bn+ business plan, support commercial focus, strategic planning, financial discipline and appropriate governance across all functions in the development of business cases as well as review and work closely with other organisations such as other train companies, DOHL, Network Rail and DfT in identifying opportunities for better outcomes for passengers and taxpayers. This is role is an excellent opportunity to develop and ultimately progress to a senior role within the organisation. You will support the delivery of accurate business casing and opportunity evaluation across Southeastern ensuring it meets the needs of key stakeholders including management, budget holders and DfT

**Role Responsibility**

This will be a high profile role with regular presentations to Directors and industry leaders. You will have a number of key responsibilities that will include but not be limited to:

**Supporting the Business Planning and Quarterly Forecasting process**

* Scrutinise cost and revenue changes as part of the annual and quarterly process
* Manage and oversee the development and running of complex financial models.
* To build excellent working relationships between Southeastern Finance and Directors, Managers and staff to provide them with timely, accurate management information and analysis based on insight and business acumen
* To be responsible for the financial analysis of Southeastern's departmental initiatives and business cases and supporting relevant capital expenditure and major project approvals and ongoing project management monitoring and reporting.
* To act as a business change agent for Southeastern, proactively identifying and implementing process improvements within the team and across the business.

**Reviewing and supporting Business Cases across Southeastern**

* To provide financial support and insights to enable the Southeastern Executive Team and the wider business to make critical business decisions to drive revenue and deliver savings and efficiencies.
* To provide support to Southeastern's Managers and Directors to develop new business cases
* To Identify and monitor risks and opportunities through a sound understanding of the financial profile of the Southeastern’s key drivers of business value, making recommendations to maximise profitability and mitigate key risks within these constraints.

**Identifying new opportunities for growth**

* Be the conduit link between critical business functions such as commercial, operational planning and capacity provision to deliver revenue growth
* Working closely with Industry partners identifying efficiencies and revenue generating opportunities
* Selling these opportunities to key stakeholders including at Board and DfT level

**Overseeing the forecast and business planning modelling process**

* Ensuring complex financial models are run correctly and sense checking results
* Preparing and developing management reporting and analysis for the Southeastern Alliance with Network Rail (NR).

**The Ideal Candidate**

To be considered for this role you will need to demonstrate the below in your application;

* You have strong Excel skills and prior experience of Excel based Financial Models/Tools.
* Have a high level of influencing skills at all levels of the business, including Exec/Board level and with non-finance stakeholders.
* You are commercially astute with demonstrable experience of working to tight reporting deadlines in a high-pressure operating business.
* You are used to presenting complex data in a format that is understandable to non-subject matter experts
* You have an understanding of a rail business (desirable)
* You have the ability to work efficiently, effectively and collaboratively as part of a team, contributing to a culture of continuous improvement within the finance function and wider business.
* You have the ability to think pro-actively about the identification of financial reporting risks and develop appropriate strategies to manage those risks.
* You have project management skills.
* You can work cross functionally
* You have the ability to communicate clearly and effectively (both written and oral) at all levels and explain financial issues to a non-financial audience.
* You have experience of Oracle and iTM1 systems (desirable).