

Job Description

Job title	Treasury Analyst
Profession	Finance
Band	E
Directorate	Finance (CFO)
Accountable to	Head of Core Treasury

Job Purpose:

The role provides key support within the Treasury function, contributing to the effective management of the Group's liquidity, cash dealing activities, and treasury accounting processes. Provide hands-on support in maintaining daily liquidity positions, executing transactions in line with Treasury policy, and ensuring accurate and timely accounting and reporting.

Alongside core operational responsibilities, the role will have the opportunity to support a broad range of strategic initiatives, including new financing, investor relations and capital structure activity, developing a well-rounded understanding of treasury.

Financial responsibility: No financial responsibility

People responsibility: No direct or indirect reports

Autonomy:

Within the broad direction set by the Head of Core Treasury, this role uses defined guidelines to aid decision making such as SNG accounting policies, the Treasury Management Policy Statement approved by the SNG Board and treasury risk controls around banking, Treasury Management System (TMS) and payments.

Key Accountabilities:

- Monitor the daily cash position of the Group, treasury cash dealing to manage daily liquidity position, ensuring daily operations are funded and short-term forecasting to maintain credit balances in individual entity accounts and enable payment of weekly BACS runs and other ad hoc payments.
- Support on month end activities, liquidity forecasting, covenant reporting, variance analysis and the provision of management information.
- Make investment decisions to money market funds by reference to daily and monthly cashflow forecasts.
- Become a superuser for the administration and operations of the Treasury Management System (TMS).
- Provide support on the execution of the hedging strategy and provide operational support on monitoring the valuations of interest rate swaps, collateral requirements and accounting treatment.
- Provide Treasury project analysis to the Head of Core Treasury and Treasury Director including for new financing, investor relations and liability management.

- Proactively manage cashflow to ensure cash is available to meet short term requirements and improve existing short term cashflow projection processes. Work closely with Accounts Payable and other areas of the business to ensure timing of payments is correctly reflected on the cashflow.
- Provide cover for managing short term debt portfolio, completing loan drawdown letters and rollovers requests, arranging interest and capital repayments in accordance with amortisation schedules as required:
 - Set up and maintain templates on banking platform.
 - Other banking activity which may be required from time to time.

General

- Role model SNG's values and behaviours, fostering an environment of trust, transparency, inclusion, and employee wellbeing.
- Demonstrate everyone safe and well everywhere, every day by making health and safety a primary consideration in your decision making.
- Participate in learning and development opportunities and activities that develop personal effectiveness and assist in improving performance in the role. Ensure all core and mandatory training is completed and kept up to date.
- Undertake any other duties as may reasonably be required in line with the level of responsibility of the post and to meet the changing needs of the organisation.

Knowledge and Skills:

Essential

- Part-qualified/qualified accountant/ACT.
- Ability to demonstrate a strong commitment to building a career in a progressive and commercially focused Treasury environment, with an emphasis on continuous learning and development of technical skills and knowledge.
- Advanced Excel skills.
- Treasury dealing experience.
- Highly numerate, with strong attention to detail and a high level of accountability.
- Planning and organisation skills.
- Strong communications skills.

Desirable

- Treasury Management System (particularly FIS Integrity) experience.
- Banking platform experience (particularly Barclays.NET).

This is an overview of the job and will be periodically reviewed and updated to ensure that the job description fully reflects the responsibilities required of the post holder.

Version	Job code	Author	Date created/modified	Effective date
1.0	5116	Anup Dholakia	06/05/2026	12/05/2026
2.0				
3.0				