

Job Description

Job title	Finance Business Partner
Profession	Finance
Band	D
Directorate	CFO (Finance)
Accountable to	Head of Financial Business Partnering

Job Purpose:

The role will provide Finance Business Partnering support while acting as a finance lead for reporting on building safety. Ensure that the organisation has robust financial insight and guidance in navigating the increasing demands of new legislation, regulatory requirements, and ongoing remedial programmes.

The role will improve the impact, and understanding, of financial reporting for building safety. Provide analysis and deliver insight linking financial reports to business strategies, ensuring this is done in a timely, accurate and comprehensive manner. Prepare and produce robust analysis and commentary for the annual budget and monthly forecasts for SNG by activity, business areas and, in conjunction with operational directors, service managers and other budget holders.

The role will monitor changes to budgets and ensure service budgets are incorporated into the group position. Build partnerships and maintain strong relationships with all budget holders and their teams, ensuring systems and processes are continually reviewed to ensure they remain efficient and effective.

Financial responsibility: £200million+ (Revenue), £120million+ (Opex) and £255million+ (Capex) per annum

People responsibility: No direct or indirect reports

Autonomy:

Within the broad direction set by Head of Financial Business Partnering, this role will deliver key accountabilities.

Key Accountabilities:

- Keep up to date with latest legislative and accounting changes around building safety.
- Support the Head of Financial Business Partnering to organise and guide the wider team of management accountants to provide outstanding services to our customers.
- Support workload planning, resource allocation and coordination alongside the Head of Financial Business Partnering.
- Provide support, training, and guidance to team members, acting as a role model for the organisation's values and expected behaviours.
- Analyse and understand the different business areas and produce reports for the budget holder and executive committee on conclusions drawn from the analysis offering opinion and challenge.

- Analyse business performance on a monthly and ad-hoc (projects) basis for specific areas of the business.
- Meet the budget holder and help them understand their spend to date by meeting with the strategic budget holders on a monthly basis.
- Highlight weak performing areas and help senior budget holders implement changes to make improvements.
- Work with budget holders to understand regulatory requirements such as value for money and help them identify areas to achieve this.
- Take ownership of problems and projects and following through to resolution.
- Understand wider business impact and how spend, income, assets, liabilities and reserves work together.
- Work with senior budget holders on building their annual budget and monthly forecasts with thorough understanding of key drivers behind the budget bid and forecast. Look for ways of continual improvement through quality insight and pattern analysis.
- Analyse budget and forecasts by area and provide reporting and explanations of the movements between actual/budget/forecast involving presentation to senior management team and key stakeholders, being able to explain complex financial concepts to non-financial colleagues.
- Write the monthly management accounts commentary for allocated areas ensuring strong collaboration with financial and non-financial staff.
- Produce reports and ad-hoc analysis for the budget holder that link financial and non-financial information.
- Lead on finance projects such as new chart of accounts and new software that impacts finance.
- Deputise for the Head of Financial Business Partnering as required.

General

- Role model SNG's values and behaviours, fostering an environment of trust, transparency, inclusion, and employee wellbeing.
- Demonstrate safe and well, 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:

- ACA / CIMA / ACCA qualified (or equivalent) with demonstrable post-qualification experience.
- Strong numeracy and excellent IT skills, including advanced Excel and competent use of Microsoft Office, management information systems and integrated accounting systems.
- Solid understanding of management accounting principles, including budgeting, forecasting, financial control techniques and production of monthly management accounts.

- Excellent communicator with strong communication skills.
- Ability to nurture sound inter-departmental relationships and win confidence and trust of others through being assertive and diplomatic.
- Experience delivering high quality customer service to internal and external stakeholders, including senior budget holders.
- Able to demonstrate strong soft skills including, presentation, relationship building, negotiation, facilitation and conflict resolution.
- Ability to manage competing priorities, work under pressure and meet tight deadlines.
- Flexible approach and the ability to respond to ad-hoc requests and adjust workload accordingly.
- Commitment to continuous improvement in service delivery.
- Positive, solutions-focused mindset and ability to see both the detail and the bigger picture.
- Strong analytical skills with the ability to handle large volumes of data, extract meaningful insights and communicate the value of data to stakeholders.
- High level of accuracy and attention to detail.
- Significant experience producing management information and high-quality reports — designing, writing and interpreting data/systems to support decision-making.

Desirable:

- Experience within a property services or maintenance-focused finance team, including sound knowledge of building safety compliance and associated accounting treatment.
- Good understanding of relevant legislation and accounting principles for building safety within housing associations.

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	5096	Kiarash Mavaei	14/01/2026	
2.0	5096	Kiarash Mavaei	23/02/2026	25/02/2026
3.0				