

**Job Title – Finance Transformation Manager****Job ID – 191****Division – DUAL International Limited****Location – London****Role Definition**

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To support the Head of Finance Transformation and the wider finance team in delivery of UK strategic projects. The purpose of the Finance transformation team is delivering defined projects to create efficiency and improvement through process reengineering and systems development.

**Key Responsibilities / Accountabilities**

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Working with the Head of Finance Transformation to develop the finance transformation plan. The in-scope projects will naturally develop over time, but as an example focus initially will be:

- Working with our IS team and MI & reporting team to clearly develop and document reporting processes to improve our control environment and produce operational efficiencies
- Working with our new digital team to develop the core of our new underwriting platform and to ensure the design fits our target operating model for finance
- Working with our finance, credit control and bordereau teams in order improve our Accounting and Settlement process efficiency and controls
- Working with our IS team and MI & reporting team to clearly develop processes and reporting around potential Brexit requirements
- Reviewing and enhancing our current documented procedures including re-training of our shared services centre team as required
- Working collaboratively with the finance shared services team to optimise operational efficiencies
- Functional line management of shared service centre resources
- Contributing to the development of the DUAL Financial Control Working Group
- Support other finance activities as required to support finance in meeting its project commitments

**Skills and abilities needed to perform role**

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- Process design skills – able to critically review existing processes; make recommendations for rationalisation and improvement, and implement them operationally
- Project management skills
- Strong communication skills both verbally and in writing
- Ability to work under pressure, and to tight deadlines
- Flexible and able to adapt quickly to change

**Knowledge and Experience**

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- Relevant experience working in a similar role preferably within the insurance industry
- General commercial and financial knowledge
- Experience of process mapping and improvement and setting performance measures
- Good financial system experience
- Qualified Accountant

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