

Finance Analyst

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Company: European Association of Zoos and Aquaria

Location: united arab emirates

Category: other-general

Posting Date 03/05/2024, 10:33 AM Job Schedule Full time Job Description Job Overview:

This role acts as the key interface for all Digital and Technology (D&T) and Finance departments for expenses and analysis requirements. This role is responsible for ensuring that the spend by these departments is accurately and timely recorded in the monthly management accounts and tracked against budget. Furthermore, the role will work closely with the departments to prepare monthly forecasts to be included in the group forecast, maintaining IT contracts register to track expenses against each contract and making sure that expenses are accurately booked and prepare variance reasoning for each contract and forecast. The role will require regular attendance in department meetings and will provide advice, feedback, and analysis on the spend to both Finance and the departments and work in collaboration with relevant department heads, will also assist in preparing the annual budgets. In addition to the reporting this role will also be a key part of the Procurement approval process ensuring that all requisitions are raised with the appropriate documentations As part of the tracking of D&T costs this role will also be responsible for understanding and updating a cost allocation model for an internal IT platform developed with D&T to apportion costs across users of the platform. Furthermore, this role will assist other Finance related shared services functions as and when needed. Job Scope: Management of the DTD chargeback Opex / Capex budget(s) using presentable, accurate trackers, including forecast to ensure all foreseeable costs have been accounted for and circulated around all stakeholders. Support the DTD team with budget planning and forecasting and overall financial responsibilities. Responsible to work closely with DTD and build charge back

model from scratch based on cost drivers for theme parks and 3rd parties and attend meetings for chargeback. Responsible to ensure all Digital and Technology purchase requisitions are raised to the correct GL codes, ensure purchase orders have been closed where required, manage monthly GRNs, accruals, and balancing the monthly P&L against related trackers. Monthly review of OpenDigital and Technology-related purchase orders and ensure that no unrequired items remain open at each month end. Ensure Digital and Technology charge back invoices are issued monthly to each tenant (including Theme Parks). Responsible to work closely with Miral Experiences and Miral HQ DTD teams to ensure any budget transfers or cross charges to Miral are done with approvals as per DOA and invoiced on time and tracked. Responsible for preparing shared services departmental opex schedules and track those vs budgets with reasoning. Closely working with Head of Finance Shared Services in monthly shared services allocations, month end tasks and forecast preparations. Support the Head of Finance Shared Services/Finance Director with the cost allocation model based on various cost drivers across all destination / theme park / attraction(s). Support the Head of Finance Shared Services/Finance Director in preparation of financial models and analysis for business needs on current and upcoming business opportunities. Liaise with auditors during interim review, year-end audit and other ad hoc requirements. Liaise with FBP's to ensure consistent balance sheet presentation for all departmental schedules and ensure proper back up is provided for related balance sheet totals each month. Responsible for ensuring compliance of standard financial practices within DTD department. Review DTD-related contracts and ensure financial responsibilities stipulated are adhered to and relevant accounting treatments are completed upon due dates. Ensuring the applicable delegation of authority is adhered to and ensure DTD related points are dealt with accordingly. Work across the Miral Experiences Group to develop and improve systems, processes, and reports. by automating and streamlining the flow of data, work with teams across the organization to improve forecasting and analytics. Qualifications: Comprehensive understanding of accounting and corporate finance rules, regulations, and best practices. Experience interacting collaboratively with other senior team members. Minimum 5 years' experience in the field of Finance. Experience working with the Oracle Fusion ERP Application.

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