

# DIRECT WINES

<b>Position Title</b>	<b>Financial Controller and Operations Manager</b>
<b>Reports To</b>	General Manager, Wine Production & International Trade Sales
<b>Overall Job Purpose</b>	To partner the Wine Production & International Trade Sales GM in leading the business driving efficiencies, growth and group integration. The role is 50% operational, controlling production and sale support, and 50% financial, reviewing, analysing and reporting on business performance. The role is based in London (Borough Market) and at Head Office in Theale with monthly travel to Bordeaux and adhoc visits to US, Australia and other markets.
<b>Key Responsibilities</b>	<p><b>French Wine Production</b></p> <ul style="list-style-type: none"><li>• Lead dialogue between French production and UK, US &amp; HCW merchandising to ensure the right wines are delivered at the right time, in the right quantities and at the right price with written plans.</li><li>• Lead French financial manager and production manager to produce high quality information, driving efficiency in reporting and process</li><li>• Develop systems to measure progress against budget and highlight positive/negative position which may effect availability or pricing before it becomes an issue</li></ul> <p><b>International Trade Sales</b></p> <ul style="list-style-type: none"><li>• Financial Controller, driving sales by focussing sales activity on target markets, customers and prospects with the right product at the right price. Manage pricing, margin, discounts and commission.</li><li>• Manage sales support so that the sales team is free to sell.</li><li>• Successful implementation of AX platform to support purchases, sales &amp; financial reporting</li><li>• Build a strong commission based sales platform to profitably grow sales in established (low margin) markets as well as value driven, volume monopoly contracts.</li><li>• Refine and negotiate fulfilment contracts with key customers and internal partners</li><li>• Ensure the team works well together and has right information to inform conversation and control the business.</li></ul> <p><b>Australian Wine Production</b></p> <ul style="list-style-type: none"><li>• Liaise with Australian accountant and book-keeper.</li><li>• Track grape / bulk wine purchases &amp; ensure range planning is aligned</li><li>• Maintain costs cards and forecasts of production &amp; match to bottling deadlines and release dates/market demand</li><li>• Ensure process in place to track long term plans to sell wine PROFITABLY and short term purchase orders. Both for wine production and for wines purchased from Direct Wines' Australian wine sourcing business.</li></ul> <p><b>UK Wine Production</b></p> <ul style="list-style-type: none"><li>• Financial Controller of small UK wine production business.</li></ul> <p><b>Divisional monthly financial reporting</b></p> <ul style="list-style-type: none"><li>• Prepare reports for International Trade Sales division and UK wine production.</li><li>• Review numbers from French and Australian wine production</li><li>• Refine individual company &amp; consolidated monthly financial pack with</li></ul>

# DIRECT WINES

	<p>relevant board commentary. Review numbers with GM and support monthly call with Group FD and CEO</p> <ul style="list-style-type: none"> <li>• Preparation, refinement and delivery of annual budgeting to timeline</li> </ul> <p><b>Preparation, refinement and delivery of annual budget to time.</b></p> <ul style="list-style-type: none"> <li>• Continual review &amp; reporting of performance against budget</li> <li>• Develop a dashboard to highlight positive and negative progress against budget throughout the year</li> </ul> <p><b>Financial Control</b></p> <ul style="list-style-type: none"> <li>• Track stock holding and stock turn to meet group objectives and cash-flow budgets</li> <li>• Manage all CAPEX budgets across group</li> <li>• Develop and maintain sales bonus reports to reward success</li> </ul>
<b>Qualifications</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Educated to degree level and qualified management accountant with a strong academic record</li> <li>• Spoken French is preferred but not essential</li> </ul>
<b>Experience</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Commercially intuitive with strong finance business partnering and communication skills.</li> <li>• Advanced Excel skills</li> </ul>
<b>Personal Qualities and Skills</b>	<ul style="list-style-type: none"> <li>• Drive and delivery of results</li> <li>• Financial and Commercial acumen</li> <li>• Ability to manage a vision and purpose</li> <li>• Leadership and management</li> <li>• Simplify complex process</li> <li>• Strong interpersonal skills, ability to build relationships and challenge</li> </ul>
<b>Remuneration</b>	Competitive salary and excellent benefits package