

South Bank Corporation

We acknowledge Aboriginal and Torres Strait Islander peoples as the custodians of the land and waters where South Bank exists today. We offer our respect to elders past and present as we work towards a just, equitable and reconciled Australia.

Position Description

1. The Position

Position Title	Senior Financial Planning Analyst
Reports to	Financial Controller
Created	May 2025

2. Scope

Team member of Business Central rectification project focusing on reporting, analysis, budgets and forecasts as well as assisting in the rectification of the software.

Establish and manage the financial planning and analysis activities of SBC. Responsible for maintaining a robust reporting, forecasting, analysis, budgeting, modelling and business partnering environment.

As part of the wider Finance and SBC team, the Senior Management Accountant will play a lead role in the establishment of a business partnering program at SBC including meetings, presentations, preparation of reporting and analysis, as well as guidance to the business in savings initiatives, revenue and strategic financial planning.

3. Key Responsibilities/Activities

- Team member of Business Central rectification project focusing on reporting, analysis, budget and forecast requirements as well as assist in the rectification of the software. This includes the establishment of reports as well as building reporting templates for information to be uploaded automatically into Tridata.
- Assist Financial Controller in establishing Financial Planning and Analysis function
- Assist Financial Controller in establishing Business Partnering function
- Prepare monthly and quarterly management reports including clear financial performance analysis for submission to the Executive and Finance Committee
- Prepare monthly management accounts including P&L's, Balance Sheet, Cashflow and variance analysis
- Creation of KPI's and metrics reporting results monthly
- Write reports from Business Central utilizing Jet Reports platform or equivalent
- Quarterly re-forecasts including P&L, Balance Sheet and Cashflow
- Preparation of SBC annual budget

- Medium and Long Term financial modelling when required
- Quarterly analysis of results of BCEC, SBC events, tenancy performance, carpark, new promotions, trends, pricing, business unit projects/initiatives
- Engage in the Business Partnering program of SBC including meeting attendance, presentations, preparation of reporting and analysis as well as guiding the business in strategic analysis needs
- Creation of departmental dashboards
- Backup system administrator for Business Central
- Other tasks relating to financial planning and analysis

4. Key Skills, Knowledge & Experience Required

- Minimum 5 years experience in a Senior Management Accounting role
- CPA or equivalent membership as well as Degree in Accounting or Commerce
- Extensive skills in report writing, KPI and metric building as well as building dashboards
- Extensive skills and experience in budgeting, reporting, forecasting and analysis
- Ability to undertake strategic and operational financial analysis
- High numeracy and technical skills, including experience with accounting ERP systems
- Ability to analyse and communicate financial information, with superior communication skills
- Strong negotiation skills and ability to influence, motivate and lead others
- Ability to apply innovative approaches to problem-solving
- Advanced MS skills, particularly Excel
- Business Central experience desirable

5. South Bank Corporation Vision, Purpose and Values

Our Vision

A world-leading urban precinct that welcomes, engages and inspires

Our Purpose

To be a renowned place manager, recognising the demand for green space in Brisbane's inner city.

- To innovate, manage and maintain our enviable reputation as Brisbane's premier recreational, cultural, educational and entertainment precinct.
- Redevelop key sites while strengthening physical integration and relationships within the immediate neighbourhood.

Our Values

We strive to be...

- | | | |
|----------------|------------------|---------|
| 1. Inclusive | 3. Collaborative | 5. Bold |
| 2. Sustainable | 4. Curious | |

6. Key Behaviours

The Corporation workplace behaviour promotes an inclusive, performance focused culture using a One Team approach.

We respect, protect and promote human rights in our decision-making actions.

Expected personal behaviours:

Commitment to quality & results

- Sets high standards of performance for self and reinforces high performance standards to individuals and team; focuses attention on achieving key performance outcomes; sets specific goals for self and others as appropriate; communicates clearly and concretely the results to be achieved; critiques own performance; willing and able to learn and apply new technology, processes and procedures.

Innovation & creativity

- Considers a range of creative alternatives; generates multiple and unique responses to a problem or opportunity; tries different and novel ways to deal with an issue; contributes own ideas.

Understanding business

- Has and uses knowledge of systems, situations and culture inside the Corporation to identify potential organisational issues, problems and opportunities; understands the impact and implications of decisions on business units throughout the Corporation. Has and uses knowledge of societal, technical, political and government issues outside the Corporation to identify potential problems and opportunities.

Customer service excellence

- Places the customer at the core of our business; makes efforts to listen to and understand the customer; gives high priority to customer satisfaction; develops, maintains and supports productive customer relationships; makes customer needs and expectations a primary focus of action.

Collaboration

- Maintains effective work relationships; readily volunteers and exchanges information and ideas, provides and accepts constructive criticism; supports and implements group decisions; shows respect and seeks to support colleagues and customers.

Our approach to tasks are: -

Solution focused

- Gathers relevant information, considers appropriate variables to accurately identify the solutions to challenges in equipment, systems or processes; takes relative seriousness and urgency of problem into account; and demonstrates a can-do attitude.

Safety focused

- Knows and accepts the importance of adhering to safety rules, practices and procedures; monitors own safety and the safety of others; checks reporting and if necessary takes action on workplace safety hazards.