**Job Description Template: Finance Manager**

Position: Finance Manager  
Location: [City], [Region]  
Position Type: Full-time  
Department: Finance  
Reports to: [Name/Title]

**About Us**

[Company Name] is a leading retail brand dedicated to [briefly describe your company's mission or vision]. Renowned for delivering exceptional products and services, we are seeking an experienced and strategic Finance Manager to lead the financial operations of our retail division.

**About the Role**

As the Finance Manager at [Company Name], you will be a key member of the finance team, overseeing financial planning, analysis, and reporting for our retail operations. You will play a critical role in driving financial performance and supporting business decisions.

**Key Responsibilities:**

* Lead the financial planning and analysis for the retail division, including budgeting and forecasting.
* Analyse and report on financial performance, providing insights to support strategic decision-making.
* Monitor and report on key performance indicators (KPIs) relevant to retail financial goals.
* Oversee the preparation of monthly, quarterly, and annual financial statements for retail operations.
* Collaborate with cross-functional teams to ensure alignment between financial goals and operational strategies.
* Conduct variance analysis to explain discrepancies between budgeted and actual financial results.
* Manage and mentor a team of financial professionals supporting the retail division.
* Assist in the development and implementation of financial controls and procedures.
* Ensure compliance with accounting principles, industry standards, and company policies.
* Collaborate with internal and external auditors during the audit process.

**Qualifications and Skills**

* Proven experience as a Finance Manager in the retail industry.
* [Add required and desirable qualifications]
* Strong financial analysis and modelling skills.
* Excellent leadership and team management abilities.
* Proficiency in financial software and Microsoft Excel.

**Person Specification**

We are seeking a dynamic and results-driven individual with a passion for finance and retail. The ideal candidate will possess the following attributes:

* Financial Acumen: Strong financial analysis skills with a deep understanding of retail financial metrics.
* Leadership: Proven ability to lead and mentor a team of finance professionals.
* Analytical Skills: Ability to analyse complex financial data and provide actionable insights.
* Communication: Exceptional verbal and written communication skills.
* Collaboration: Ability to work collaboratively with cross-functional teams.

**What's in It for You**

* Competitive salary and benefits package.
* Access to [specific perks, training, or additional benefits your company provides].
* Opportunities for professional development and career advancement within a reputable retail brand.
* A positive and collaborative work environment.

Joining [Company Name] as a Finance Manager means being at the forefront of financial leadership within our retail division. We offer a dynamic and supportive work environment where your contributions are valued and recognized.

Customise this template to fit your specific company details and requirements.