

# Job Description

## Senior Financial Planning Manager

### Role Description (purpose):

Providing support and challenge to the business in relation to Carnival Corporate Shipbuilding G&A & capital costs/plans, this role is pivotal in ensuring robust financial planning, governance and control of Corporate Shipbuilding expenditure. A further key element in this role is to provide strategic and tactical insight to support the business in financially managing fluctuations in demand for our services.

The above needs to be achieved exercising real senior leadership influence, supported by actionable insight. The role will be required to leverage relationships with Corporate Shipbuilding executive leadership team and other senior stakeholders across the Corporation and combine this with strong financial integrity and an analytical mind set, in order to deliver successfully.

An integral part of the Services team, this position will cover a global Corporate Shipbuilding remit (but based in UK). It requires strong internal relationships with finance departments across other parts of the Corporation to manage the financial planning and control of five sites located in the UK, Italy, Finland, Germany and China – c.\$25m G&A spend

<b>RUI:</b> (if updating existing JD)	2525	<b>Grade:</b>	6	<b>DBS check required Y/N:</b>	
<b>Directorate:</b> (Operating Company where Applicable)	Carnival Corporate Shipbuilding (CCS)	<b>Reports to:</b>	VP – Services & Strategy		
<b>Function:</b>	Services	<b>Team:</b>			
<b>Direct reports:</b>	None				

### Accountabilities

#### Financial planning and analysis:

- Through business partnering, provide SVP for Corporate Shipbuilding with guidance on key risks and opportunities present in plan and actual performance Capex and Opex (G&A spend)
- Leverage relationships with stakeholders at multiple levels both within our business and across the Corporation to provide support and challenge to management in all financial planning, reporting and performance matters
- Provide insight into business performance, spend and cost drivers
- Lead delivery of all financial modelling and scenario planning requirements in conjunction with ABG Finance
- Produce KPI reporting and analysis to highlight performance, risks and opportunities associated with team spend, including performance benchmarking
- Support with global mobility and resource planning through compensation cost calculations and cross-country comparisons
- When needed take the lead in setting up new Corporate Shipbuilding entities in the UK or abroad, providing financial subject matter expertise in relation to the establishment of finance operations and support any corporate recharge methodology
- To perform any ad-hoc duties required by SVP Corporate Shipbuilding.

#### Strategic planning:

- Coordinate and challenge the strategic planning and capital plan submissions
- Ensure that a coordinated plan presentation is delivered, that articulates the key business drivers of plan
- Be custodian of the plan and messages
- Report and challenge financial performance versus plan
- Pick up momentum in the growth of Corporate Shipbuilding in the newbuild sector including but not limited to capital planning of the vessels, management of modification costs and financial reporting to the brands.

#### Financial Control:

- Monitor the performance of outsourced financial providers, and drive for continuous improvements in our ways of working
- Monitor financial practices across our organisation, engaging colleagues wherever necessary to ensure timely, accurate and robust finance activities
- Be the main point of contact with ABG Finance to ensure that all one off or unusual transactions are accounted for correctly
- Ensure all SOX and other financial control policies are maintained and adhered to
- Ensure that all ABG and statutory reporting requirements are met

#### **Health, Environment, Safety, Security (HESS) Responsibilities**

- Lead by example by taking care of the health and safety of you and others
- Report all accidents, 'near miss' incidents and work-related ill health conditions to your manager/supervisor/team leader
- Follow safety rules and procedures
- Use work equipment, personal protective equipment, substances, and safety devices correctly
- Take part in safety training & risk assessments and suggest ways of reducing risks
- Appoint shore side risk assessment Subject Matter Experts as required to review and approve risk assessments
- Actively promote safe working within your team and encourage safe behaviours
- Demonstrate safety leadership in accordance with our safety leadership behaviours

#### **General Responsibilities**

Adheres to Corporate Policies and Procedures, including Code of Conduct, Audit Procedures and any control related responsibility for financial data entered, stored, or reported via business systems within employee's control (list not exhaustive).

To undertake ad hoc duties as required.

#### **Scope:**

Carnival Corporate Shipbuilding is made up of circa. 170 staff, employed globally through five different legal entities. Our people are tasked with managing the new ship acquisition process for all Carnival brands, ensuring the ships delivered are fit for purpose, to specification, budget and on-time, as well as working with Carnival brands to optimise their current and future assets. This role is accountable for financial planning and reporting for the division, as well as leveraging support from multiple departments to deliver a fit for purpose financial operating model.

#### **Problem solving:**

- Working with the Executive Team to ensure that the financial planning answers our challenges, mitigates our risks and drives our business forward
- Sees the bigger picture, and is commercially aware of Carnival's business in order to understand what drives cost
- High numerical and analytical ability, with the ability to analyse and present a cohesive and supported argument to management to aid decision making
- Ability to write clear and concise documents which non-financial people can understand
- Responsible for resolving finance issues that impact Corporate Shipbuilding

#### **Impact (what impact will the role holder have on the team/ department/ function/ stakeholders):**

- Responsible for a fit for purpose financial operating model for Corporate Shipbuilding, covering circa 170 staff across five legal entities and countries. Clear on developments within our jurisdictions and how these impact our finance decisions
- Work alongside the SVP and Executive Team to shape the finance plans for Corporate Shipbuilding
- Educate and drive financial planning and awareness across all levels
- Acts as the point of reference for all finance matters within Corporate Shipbuilding

#### **Demonstrable Behaviours (what needs to be demonstrated in 'how' to be successful in the role) :**

Culture Essentials- Corporate Shipbuilding Behavioural Expectations	
 <b>Speak Up</b>	<ul style="list-style-type: none"><li>• Set a direction for Corporate Shipbuilding</li><li>• Challenge yourself and others</li><li>• Be prepared to have challenging conversations</li></ul>
 <b>Respect &amp; Protect</b>	<ul style="list-style-type: none"><li>• Our Environment</li><li>• Ourselves and each other</li><li>• Our Stakeholders</li></ul>

 Improve	<ul style="list-style-type: none"> <li>• Communication and listening</li> <li>• Teamwork and Collaboration</li> <li>• Continuous improvement</li> <li>• Diversity and Inclusion</li> </ul>
 Communicate	<ul style="list-style-type: none"> <li>• In a timely, honest and transparent way</li> <li>• Build bridges between teams and stakeholders</li> <li>• Make the time to engage with your colleagues</li> </ul>
 Listen & Learn	<ul style="list-style-type: none"> <li>• Listen to Understand</li> <li>• Lead by Example</li> <li>• Sharing &amp; Learning</li> </ul>
 Empower	<ul style="list-style-type: none"> <li>• Trust your colleagues</li> <li>• Support colleagues</li> <li>• Recognise it is ok to make mistakes, it is how we learn</li> </ul>

#### Knowledge, Experience and Qualifications required:

##### Qualifications – essential:

- 2:1 or above in a relevant degree
- Chartered/Certified accountant (CIMA/ACCA/ACA)

##### Knowledge/ Experience – essential:

- Experience in a large company, in a relevant planning and analytical role
- Understanding GAAP capitalisation rules
- Working knowledge of Excel at Advanced Level (complex formula, ability to create, understand and run complex models)

##### Qualifications – desirable:

- MBA

##### Knowledge/ Experience – desirable:

- Experience of working on large capital contracts
- Sarbanes Oxley & control and Finance experience
- Knowledge of International financial practices (including Italy, Germany, Finland and China)
- Experience of being solely accountable for the finance operations within a company

Issue Date:	September 2022	Issued by (name):	Melanie Salmon	
REWARD ONLY	Grade: CCS06	RUI:2525	Date Approved:	Initials: