Job Description



JOB TITLE: Finance Business Partner – Claims

GRADE: 2

REPORTING TO: Finance & Performance Manager

LOCATION: London

# **ABOUT US:**

ERS is the UK's largest specialist motor insurer with an A+ rating. Through Lloyd’s Syndicate 218 we work exclusively with motor insurance brokers to help get under the skin of the most difficult insurance risks, helping build products to meet their customer’s needs.

ERS recently announced the backing of Arcus, Lloyd’s syndicate 1856, giving the firm the ability to write Specialty, Commercial and Reinsurance lines alongside the existing motor business within Syndicate 218.

**THE ROLE:**

The role of the Finance Business Partner is integral to driving the business forward, really getting under the skin of what is going on and helping the business decide the most effective levers to pull to drive the business forwards. This is carried out through working closely with the business, really understanding the business, leveraging MI and providing insightful analysis to support and challenge business decisions.

The role includes close working with the CFO, Head of Financial Planning & Analytics, Finance & Performance Manager, and key respective Executive members and their teams.

**KEY RESPONSIBILITIES:**

The key priorities for the holder of this role are:

* The role of the Finance Business Partner is primarily concerned with driving the business forward and supports the CFO, Head of Financial Planning & Analytics, Finance & Performance Manager, and the respective Executives and teams.
* The role involves key decision-making, provision of insights and is consequently expected to have a real impact on the company.
* Responsible for working closely with the Business unit to build strong relationships, build deep understanding of the business and deliver finance leadership and expertise.
* To be a strategic business partner and to drive the performance of that unit.
* Ensures the provision of high quality & timely advice, information, analysis and interpretation in a proactive manner to the business to underpin effective decision making, meaningful performance management and meet statutory requirements.
* As part of a central team for MI, the benefits of efficient and intelligent processing and organisation of resource should be utilised to further strengthen the purpose and leading-edge provision.
* The Business Partner will participate as part of the divisional leadership teams for the area they support.
* Contribute to their business area Expense Budget setting activities and be the central resource to drive the annual budget setting and quarterly forecasting process.
* Challenge the business divisions regarding observed weaknesses and improvement opportunities.
* Coordinate all necessary activity to devise a forecast for the business area and contribute to the production and analysis of the annual plan and SBF process.
* Be instrumental in the development of effective analytics tools and associated data-sets in support of commentary and analysis requirements set out below.
* Provide commentary and analysis for key movements in actual performance and content compared to Plan, Forecast and prior year. Coordination of responses from the business for report delivery.
* Understand the drivers of business performance, identifying trends, areas of opportunity or remedial action and influencing the implementation of initiatives to address these.
* Appreciation of other business areas, competitor and economic updates and their impact via reporting and analysis.
* Proactively discuss issues with the Claims department.
* Provide Leadership, direction and co-ordination of resource to others directly or indirectly assigned for MI production and analysis for the Claims department.
* Ensure that any findings, insight, processes that benefit the central MI function universally are brought for consideration to share/consolidate.
* Provide analysis and evidence to inform decisions.
* Provide an independent view (to challenge the business) of financial and operating targets.
* Provide insight on strategic challenges, new initiatives.
* Configure information for all detailed analysis.
* Develop structured and bespoke business reporting to provide insight, understanding and direction.
* Influencing a team of people who are responsible for overseeing, measuring and improving service delivery through providing an essential link between all functional areas of the business and managing activities in such a way to ensure operational efficiency and consistency.
* Strategic development of MI tools.
* Integrity of data (Quality control) – continuous assessment.
* Advice the business on most efficient process for using tools. Build solutions.
* Embody and amplify the ERS values in all aspects of day to day activity ensuring that all interactions and engagements are carried out with the highest ethical and professional standards and that all work is accomplished with quality and in accordance with ERS values
* Carry out other reasonable tasks as required by line management

 *The above duties and responsibilities are not an exhaustive list and you may be required to undertake any other reasonable duties compatible with your experience and competencies. This description may be varied from time to time to reflect changing business requirements.*

**KEY DESIRABLE ATTRIBUTES:**

* Financial services background and experience/ knowledge of Specialty Insurance methods of trading, industry operational practices and procedures.
* Experience in using TM1.
* Understanding of data structures and experience of extracting and utilizing data to drive key strategic decisions.
* Appreciation of the industry and market legal, regulatory and compliance provisions and the broker channels to market.
* Formal Project management qualification preferred.
* Financial controls and an appreciation for financial/management accounting.
* Microsoft Office products including advanced Excel.
* SQL basic knowledge

**KEY PERSONAL DESIRABLES:**

Qualifications/Experience

* Commercial, financial and insurance industry experience required
* Qualified Accountant would be a preference (ACA; ACCA; CIMA)

|  |  |
| --- | --- |
| **KEY COMPETENCIES** | **DESCRIPTOR** |
| **Effective Communication skills** | Candidate can express themselves clearly and effectively when communicating, includes, written, verbal and listening forms of communication. |
| **Initiative & Change** | Self starter, takes action without being prompted. Able to react to change and use initiative to identify areas where change is necessary and lead others through change. |
| **Driving & Delivering Results** | Motivation to complete work and deliver the desired outcome in line with job requirements and timescales |
| **Planning & Organising** | Making good use of time, establishing effective priorities and establishes clear efficient work practices |
| **Problem Solving** | Defines problems clearly and logically, effectively using an appropriate problem solving and decision making style to address situations. Communicates the problem and solution appropriately. |
| **Decision Making** | Effectiveness and ability to make decisions to achieve goals, and drive these to successful completion. |
| **Teamwork** | Able to work collaboratively with others in a participative environment, using appropriate interpersonal and communication skills to promote team effectiveness. |
| **Commercial Awareness (Including Financial Awareness)** | Has an awareness of internal and external commercial and financial markets and the financial and commercial impact their decisions may have on the success of their department and the wider business. |
| **Personal Growth & Self-Management** | Effective management of own and others time, establishing effective personal goals and standards for future growth and development |
| **Building Relationships** | Developing good relationships, gets along with all levels of staff and executive, putting them at ease. |
| **Strategic Thinking** | Able to create vision and direction which others aspire to develop and able to solve and suggest future direction and plans. |
| **Leadership** | Creating future vision and direction, using appropriate communication and interpersonal skills to guide others towards achievement of outcomes and future success aligned to business goals. |

Name (PRINT): .…………………………………………………………………

Signature: …………………………………………………………………………

Date: …………………………………………………………………………………