

# Job Description

## Primary Information

<b>Job Title</b>	Finance Graduate
<b>Division</b>	Tarmac
<b>CRH Leadership Level</b>	Individual Contributor
<b>Location(s)</b>	United Kingdom
<b>Function</b>	Finance
<b>Direct reports</b>	N/A

## Position Overview

### Purpose and scope of the role.

As a Graduate and part of Tarmac's UK and Ireland Finance team, you'll participate in a three-year scheme that will see you complete a number of rotations across departments providing you with the essential exposure and experience to help you develop and grow.

During your programme we will also support you in achieving your professional finance qualification such as ACCA, CIMA or ACA as well as empower you to deliver business impact, present powerfully, communicate effectively and develop many more key skills to be a future finance leader.

## Key Tasks and Responsibilities

In this role, you will:

- Develop knowledge and a strong understanding of the core purpose of the Finance function by supporting key financial activities.
- Assist in producing financial reports, budgets, and forecasts that help drive key business decisions.
- Work collaboratively with cross-functional teams, providing financial insights to support our manufacturing and production processes across the business.
- Work on exciting projects to support continuous improvement across financial processes, performance analysis and financial risks.
- Whilst your first two years will primarily be based in one location, you'll have the opportunity to gain valuable experiences in 'Hubs' across our UK sites. When secondments do take place, we will provide support with regards to costs that may be incurred.
- Establish and lead excellent working relationships with both finance and the wider business communities.
- Support the business to make the right decisions to improve profitability, customer experience and drive business performance.
- Partner the business to set targets and reporting on performance and challenging decisions.
- Use various systems and software to perform a wide variety of analysis.

## Key Characteristics

For this role you should be/have:

- Willing to work in different locations across the UK as part of your training programme, and as part of our hybrid working model, the opportunity to work from home.
- Excellent numerical and analytical skills.
- Strong communication and interpersonal skills.
- Organised with the ability to prioritise and multi-task.

- A genuine passion to grow a successful career in finance and pursue a professional qualification.

## Key Functional Competencies

We want our early careers programme joiners to be individuals who'll demonstrate -

- A drive to succeed - We **empower** our early careers joiners to bring the real 'you' to the workplace.
- Willingness to learn - We want you to **grow your own way**, within your day-to-day role, learning about the wider business and our industry.
- The ability to be agile - Demonstrating adaptability and having a **positive impact** within your teams.
- Excellent relationship building skills - **Better together!** You'll be someone who values the benefits of working within a team environment, and being part of a culture where you'll be encouraged to contribute

## Tarmac / CRH Behaviours & Experiences

### Behaviours

<b>Shape our future</b>	<p><b>Customer Focus</b> - Building strong customer relationships and delivering customer-centric solutions.</p> <p><b>Self-development</b> - Actively seeking new ways to grow and challenge using both formal and informal development channels.</p>
<b>Drive our impact</b>	<p><b>Action Oriented</b> - Taking on new opportunities and tough challenges with a sense of urgency, high energy and enthusiasm.</p> <p><b>Drives Value</b> - Consistently achieving results, even under tough circumstances.</p> <p><b>Situational Adaptability</b> - Adapting approach and demeanour in real time to match the shifting demands of different situations.</p>
<b>Inspire our people</b>	<p><b>Collaborates</b> - Building partnerships and working collaboratively with others to meet shared objectives.</p> <p><b>Communicates Effectively</b> - Developing and delivering multi-mode communications that convey a clear understanding of the unique needs of different audiences.</p> <p><b>Fosters Inclusivity</b> - Recognises the value that different perspectives bring to an organisation.</p> <p><b>Instils Trust</b> - Gaining the confidence and trust of others through honesty, integrity, and authenticity.</p>

### Experiences

<b>Delivering at Scale</b>	<p><b>Business partnering (Functions)</b> Built respectful enduring relationships with internal and external stakeholders. Achieves outcomes that meet both their own needs and that of their stakeholders.</p> <p><b>Continuous improvement and operational excellence</b> Suggested improvements to existing procedures. Driven greater efficiencies and streamlined processes within assigned area.</p> <p><b>Promoting a safety climate</b> Improved the safety of products and production / operational processes. Dealt with an important safety related issue.</p>
<b>Broadening Perspective</b>	<p><b>Business exposure</b> Has had exposure to a broader network of people at different levels across the organisation and outside of the organisation (professional or industry groups). Understands how different areas of the value chain impacts each other's performance.</p>
<b>Key Challenges</b>	<p><b>Communicating with senior stakeholders</b> Experience interacting with and tailoring their communication to engage senior audiences.</p> <p><b>Domain expertise</b> Holds relevant qualifications, knowledge and experience in their area of responsibility. Could include academic qualifications e.g. accountancy, IT programming languages.</p> <p><b>English language proficiency</b> Has the English language skills required to do their job effectively.</p>

## Experience / Education

You are/have:

- In your final year of study, or recently graduated, having studied a Finance, Accounting, Economics, Business, or a related discipline.
- Completed work experience within finance (desirable).

## **Other (Key) Dimensions**

While learning in your day-to-day role, you will complete our Core Skills Graduate Development Programme.

This programme is delivered through 8 modules over 2 years, designed to expand business knowledge, strengthen soft skills and offer networking opportunities to enable a successful transition to your destination role.