

## Position Description

<b>Position Title:</b>	<b>Financial Planning &amp; Analysis Analyst</b>	<b>Direct Reports:</b>	<b>Nil</b>
<b>Department, Domain:</b>	<b>Finance, Fund Services</b>	<b>Budget responsibility (\$):</b>	<b>Nil</b>
<b>Reports To:</b>	<b>FP&amp;A Manager</b>	<b>US roles only:</b>	<b>n/a</b>
		<b>Exempt/Non-Exempt:</b>	
<b>Direct report titles:</b>	<b>Nil</b>		

## Position Purpose

At AustralianSuper, we truly care about our colleagues. We know work and life are intertwined. That's why we support the diverse needs of everyone and have policies that enable us all to thrive and be truly flexible. We ensure diversity is celebrated for the opportunity it provides us all to learn and grow and deliver better outcomes for members.

### Your new role:

Operating as part of the Financial Planning & Analysis (FP&A) team, the FP&A Analyst plays a pivotal role in supporting Fund-wide financial planning, forecasting, reporting, and strategic insights. This role supports decision-making by transforming complex data into actionable narratives, enabling commercial outcomes in a dynamic and evolving environment.

## Key responsibilities and accountabilities

### Role Responsibilities

#### Financial Analysis & Forecasting

- Gather, interpret, and analyse financial data to identify key insights
- Analyse variances and trends across revenue, expenses, and member metrics and provide variance analysis with clear recommendations
- Develop and maintain driver-based forecasting models to support agile decision-making
- Support regular Forecasting and Budget cycles
- Support scenario modelling and sensitivity analysis to anticipate financial impacts of strategic choices

#### Business Partnering

- Collaborate and build strong relationships with stakeholders across Strategy, Investments, Member, and Enterprise teams to shape financial narratives
- Constructively challenge assumptions and influence decisions through data-driven insights
- Work closely with Financial Operations and Reporting & Control teams to ensure accuracy and completeness of month-end results.

#### Reporting & Storytelling

- Translate complex financial data into compelling stories for non-finance audiences
- Prepare high-quality inputs for governance forums including Executive, Performance Review and Finance and Audit Committees
- Review the outputs of the Fund's activity-based costing model to ensure costs are allocated accurately
- Produce ad-hoc analysis to support Senior leader decision-making

#### Process Improvement

- Support Finance transformation initiatives, including AI adoption and digital enablement
- Identify and implement enhancements to FP&A processes, reporting standards, and governance frameworks

### Key responsibilities and accountabilities

- Support the development of tools and templates that improve reporting and forecasting accuracy and efficiency
- Contribute to team-wide initiatives and cross-functional projects
- Ensure the team demonstrates ongoing continuous improvement

### Key traits & competencies:

- **Curiosity & Commercial Acumen:** Proactively seeks to understand business drivers, exploring data to uncover deeper insights and opportunities
- **Lifelong Learning:** Demonstrates commitment to ongoing professional development in finance, analytics, and technology
- **Analytical Mindset:** Strong ability to interpret data, identify trends, and generate actionable insights
- **Drive & Resilience:** Demonstrates initiative and perseverance, maintaining momentum and a positive outlook when navigating ambiguity or setbacks
- **Influence & Collaboration:** Builds strong relationships, communicates with impact, and constructively challenges assumptions to shape decisions and outcomes.

### Key qualifications:

- Tertiary qualifications in Accounting, Finance, Actuarial or a related discipline;
- Completion, or desire to complete, CA/CPA/CFA/CIMA/FIAA, or equivalent

### Desired knowledge, skills and experience profile:

- 2-4+ years' experience in accounting, audit, consulting, FP&A, financial modelling, strategy or related roles
- Developed influencing, communication, negotiation and stakeholder management skills
- Proficiency in Excel and understanding of financial systems (e.g., Oracle, SAP)
- Desirable, but not essential:
- Experience with Power BI, Python and other analytical and data visualisation tools
- Knowledge of the Superannuation and/or Financial Services industries

### Version control

Version no.	Date modified	Modification description	Approved by
V0.1	18/09/2025	Draft	FP&A, Fund Services
V1.0	25/09/2025	Final	Colleagues & Culture