



POSITION PROFILE

Financial Planning  
& Analysis  
Manager



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## Who We Are & What We Stand For

At CPI Mortars (CPI), we pride ourselves in our people and put diversity, equality and inclusion at the forefront of our recruitment process. We realise how important and valuable it is to have a diverse workforce and the benefits that this brings.

We place great importance on the communities that we operate in as large sections of our workforce are based within the local areas of our sites. We undertake many local community and charitable support projects and have high levels of long-serving employees within our Teams. We are keen to hear from candidates who are proud to work for a socially responsible company.

We also have many sustainability initiatives and our Group has committed to reach Net Zero Greenhouse Gas emissions across the value chain by 2050 at the latest. We have received validation from the Science Based Targets Initiatives (SBTi) for the associated year (2030) and long-term targets by the end of 2050.

We are keen to hear from candidates who share these values, who are keen to build a career that can grow and develop with our support over time and who have a passion for making a difference.

We also realise that no candidate will meet every single desired qualification on our job requirements, so even if your experience looks a little different from what we have identified and you think you can bring value to the role, we would love to learn more about you.

## Company Overview



CPI were pioneers within the UK construction materials industry in the late 1990s with the construction of the UK's first dry mortar plant. It is the market leader and the only national dry mortar producer operating across a network of nine EuroMix manufacturing plants. EuroMix dry mortars, renders, plasters and concretes are used by the major construction companies in the UK on housing, industrial, educational and infrastructure projects.

CPI also operates a state-of-the-art bagging operation at Carlton Manufacturing which supplies the merchant and contractors' market with a range of bagged ready to use concrete, mortar and fence post mixes.

CPI are part of the Grafton Group Plc, which is listed on the London Stock Exchange and provides brilliant support as the parent company.



## Overview of the Opportunity

The Financial Planning & Analysis Manager is a new role that sits within the Regional Leadership Team, reporting directly to the Finance Director. It is an excellent opportunity to contribute significantly to the business and senior stakeholders through preparation, analysis and insights into key business performance and measurement as well as leveraging the exciting work CPI are doing in their Digital Journey.

The business introduced a new ERP system (SAP Business One), in 2023 and after a highly successful launch, are looking to continue working with this system to generate and unlock detailed insights to allow business led decision making. An area of growth in particular is within Commercial Finance and how to best support future decisions for the Commercial Sales Teams using the system information and data modelling.

CPI have also been successful in creating a terrific team culture at their Head Office in Bellshill and seek a candidate with a supportive team ethos, a positive and proactive attitude to making improvements and someone who can be a true partner across their business functions. The role will have 2 direct reports after a period of settling in to allow the candidate to learn the role initially.

## Key Stakeholder Relationships

- CEO
- Finance Director
- Senior Leadership Team – Nationwide
- Regional Leadership Team – Nationwide
- Finance and IT Team
- Commercial Sales Teams
- HR Business Partner
- External and Internal Audit
- HMRC
- Grafton Group Finance Team (Group Reporting)

The organisations' strategic ambitions are exciting including further progress on their Digital Journey and exploration of other avenues for business growth. They also work closely with the other brands across the Group and have exposure to group opportunities and secondments as they arise. The candidate will work alongside the Finance Manager to support and delegate for the Finance Director as and when needed.

## Thoughts on Preferred Candidate

The successful candidate will be a qualified accountant with an eye for detail, a desire to learn and an ambition to make a difference to the business and the decisions they take. The role is one that is expected to grow and develop over time alongside CPIs' desire to expand within their market.

Don't worry if you haven't worked in the Construction Industry before as CPI would love to consider candidates who believe they have the technical, personal and transferrable skills to fit into their positive team culture. They will support with all training needed with the duties overleaf giving some idea of what the role entails.



**Job Title:** Financial Planning & Analysis Manager

**Reports to:** Finance Director

## Duties & Responsibilities

- Providing insightful financial analysis and commentary including financial modelling and consolidation of business data
- Managing the preparation of key daily, weekly and monthly commercial reports to present financial results and KPIs to senior stakeholders
- Working alongside the Financial Reporting and Transactional Finance teams with month-end procedures for Group Reporting
- Supporting the Finance Director in all strategic matters including inputs to strategic planning to deliver future growth
- Monitoring, challenging and controlling costs across the business; proactively identifying saving opportunities and ensuring performance in line with budget
- Partnering with the Commercial Teams in analysing, reviewing and discussing commercial trends and insights, and supporting future business decision-making
- Materially contributing to the preparation of budgets, quarterly forecasts and 5-year plans, as well as statutory reporting and statutory accounts to our Group Finance Team
- Continuously reviewing processes and reporting to improve the efficiency of tasks
- Overseeing and supporting monthly payroll processes, working alongside Grafton Group Payroll Team
- Providing oversight to Finance team members including day-to-day support, coaching and developing and driving high performance
- Playing a key role in continuing to make our environment a great place to work for everyone





## What's On Offer

- **Competitive Pay** – we review and benchmark our pay annually to remain competitive
- **Bonus** – part of the annual bonus scheme based on financial, non-financial and personal objectives with a maximum payout of 18% of salary
- **Enhanced Pension Scheme** – for every 1% above the statutory 5% you contribute; CPI will match this contribution up to a total of 20% split between employer and employee with further details provided on joining
- **Holiday** - 31 days holiday (including bank holidays) which increases after 3, 5 and 10 years' service. You also have the option to purchase up to an additional 2 days annual leave with our Holiday Buy scheme.
- **Health Cash Plan** - we will fund a Level 1 health cash plan with 'SimplyHealth' for all colleagues, which allows cash back to be claimed on a range of every day medical treatments such as dental, optical and prescriptions. This cover also gives you the ability to book and attend video consultations with a GP
- **Paid Volunteer Leave** - Take time to give back to your community or a charity close to your heart with 1 day of paid volunteer leave a year
- **Life Assurance** - if the worst should happen, life assurance ensures that those close to you have some protection by paying your annual salary to your chosen beneficiary
- **ShareSave Scheme** – share in the success you help create. An easy way for you to save from your net salary, starting at £5 a month you can build up a savings pot or use what you save to become a Grafton Group Plc share holder
- **Long Service Awards** - we recognise our long serving colleague with extra holiday entitlement, donations to a charity of your choice and gift vouchers
- **Colleague Choice Awards** - colleague awards each month and annually for going above and beyond their duties nominated by colleagues
- **Development** - opportunities for career progression are highly encouraged and supported through a mixture of certified routes, team mentorship and internal development
- **Apprenticeships** – various programmes and opportunities are available to enhance your skills and advance your career
- **EarlyPay** – allowing early access to earned wages when you need it most
- **Cycle to Work Scheme** – make serious savings on the costs of a bike and equipment (as well as commuting!) through salary sacrifice
- **Colleague Discount** –discount at all Grafton Group businesses
- **Retail and Leisure Discounts** – save money on day-to-day spending, our platform includes major supermarkets, cinemas, theme parks, restaurants and utilities!
- **Gym Discounts** – we have a network of 100's of health clubs offering discounts to colleagues of up to 25% on self-paid gym memberships
- **Employee Assistance Programme** – administered by TELUS Health, we offer free and confidential support and counselling to help you through matters such as wellbeing, divorce, legal and financial management



## The Recruitment Process

- Initial interviews are with our retained advisors at Rutherford Cross
- First-round interviews are with the Finance Director and Head of HR
- Second-round interviews are with the Finance Director and CEO
- Applications should be sent to Rutherford Cross Director, Hazel Wynn: [hazelwynn@rutherfordcross.com](mailto:hazelwynn@rutherfordcross.com)



**Hazel Wynn, CFO Services**  
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**SUPPORTING**

We are proud to be a corporate partner with Marie Curie, a leading charity dedicated to providing care and support to individuals living with terminal illness and their families.