



POSITION: Business Analyst

REPORTS TO: Head of Financial Planning & Analysis

LOCATION: The Strand, London

HOURS: Full time, 40 hours per week

Trafalgar Entertainment is a live entertainment business and home to Trafalgar Theatre, Trafalgar Theatre Productions, Trafalgar Releasing, Stagecoach Performing Arts, London Theatre Direct, Luke Shires Marketing, Jonathan Church Theatre Productions, HQ Theatres, Trafalgar Cinemas (including Chiswick Cinema) and Theatre Royal, Sydney.

The Business Analyst 's primary duties will include researching business processes, making reports with recommendations for improvement and analysing the potential impact of those recommendations. To implement business solutions, acting as a facilitator to gain buy-in and engagement of those solutions.

Key responsibilities:

- Support the Head of Financial Planning & Analysis in delivery of the group budgeting and forecasting process
- Build and develop reporting, forecasting and budget models to support the business as necessary, including regular KPI reporting
- Support the Head of Financial Planning & Analysis in the preparation of the monthly management accounts
- Actively work with operational management to develop an understanding of business performance, carrying out research to identify opportunities to grow revenue and profit
- Use data modelling practices to analyse your findings and create suggestions for strategic and operational improvements and changes
- Create a leading sales analysis function to drive increased revenues and improved forecasting through developing expert revenue management, benchmarking and reporting tools
- Challenge and control the making of informed business decisions, using both financial and non-financial metrics
- As required, prepare presentations in support of strategic presentations. Understand the needs and wants of key stakeholders to provide them with what they need
- Support M&A activity through preparing thorough business plan models, challenging assumptions, preparing sensitivity and return on investment analysis
- Carry out periodic quality checks
- Respond to ad-hoc data and analysis requests in a timely and effective manner.
- Act always in accordance with TE's values and ethics
- Any adhoc duties as and when required



Experience & skills required:

- Minimum three years' experience within a financial/business analysis role
- Degree in Business studies / Business Analysis
- Strong financial understanding

- Strong intellect with track record of analytical skills combined with attention to detail
- Well organised, process driven, and delivery focused

- Ability to turn complex concepts into simple language
- Strong interpersonal skills with a consultative approach, being able to influence change at all levels
- Strong analytic thinking and problem solving
- Extensive knowledge of data modelling
- Project management experience

To submit your application, please submit a CV and cover letter to recruitment@trafalgaumentertainment.com with the subject line 'Business Analyst' by Monday July 19th, 2021.

Early applications are encouraged as suitable candidates may be invited to attend an interview prior to the closing date.

Trafalgar Entertainment is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.