
JOB DESCRIPTION – FINANCIAL ANALYST

Job Title: Financial Analyst

Department: Finance and Accounting

Reports To: Finance Manager

Job Overview

The Financial Analyst at Trendie plays a critical role within the Finance and Accounting Department, tasked with conducting comprehensive financial analyses, generating insights from data, and providing strategic guidance that informs key organisational decisions. The position requires meticulous examination of financial data, the development of detailed reports, and the provision of accurate financial forecasts and budgets to support the organisation's long-term growth, financial stability, and operational efficiency. This role involves collaboration with cross-functional teams to ensure that financial objectives are in alignment with the broader organisational strategy.

Key Responsibilities

- **Data Analysis:** Conduct in-depth analysis of financial data to identify trends, assess risks, and uncover opportunities for operational improvement. Utilise quantitative methods to inform data-driven decision-making processes.
- **Financial Reporting:** Prepare, analyse, and present detailed financial reports, including income statements, balance sheets, and cash flow statements, ensuring accuracy, compliance with financial regulations, and alignment with organisational goals.
- **Budgeting and Forecasting:** Contribute to the development and refinement of budgets and financial forecasts. Provide insightful analysis that supports informed decision-making and enhances financial planning processes.
- **Variance Analysis:** Perform variance analysis, comparing budgeted figures with actual performance. Offer detailed explanations of deviations and propose corrective measures to ensure financial performance stays on track.

Emerald Tower, 786 Castlereagh Heights Sydney, NSW 2000 Australia 

1300 TRENDIE (1300 873 634) 

info@trendie.com.au 

www.trendie.com.au 



- **Strategic Support:** Provide critical financial insights and recommendations to the Finance Manager and executive leadership team, ensuring financial strategies support the company's long-term objectives and sustainable growth.
- **Cross-Departmental Collaboration:** Collaborate with various departments to gather necessary financial data, align objectives, and contribute to interdisciplinary projects that support the company's overall business initiatives.
- **Performance Monitoring:** Monitor key financial performance indicators and metrics, providing regular updates to ensure the financial health and stability of all areas of the business.
- **Financial Modelling and Scenario Planning:** Assist in creating detailed financial models and conducting scenario analyses to evaluate the financial impact of new business ventures, investments, and market shifts.
- **Regulatory Compliance:** Ensure all financial activities and reports comply with Australian financial regulations, accounting standards, and internal company policies, reducing risks and enhancing transparency.

Qualifications and Experience

- **Education:** Bachelor's degree in finance, Accounting, Economics, or a closely related field. Professional qualifications such as CPA or CFA are highly desirable.
- **Experience:** At least 3 years of experience in financial analysis, accounting, or a related discipline, with a proven ability to deliver strategic financial insights that drive business growth.
- **Analytical Skills:** Demonstrated ability to analyse complex financial data, identify trends, and provide meaningful interpretations that enhance organisational performance.
- **Technical Expertise:** Proficiency in Excel, financial modelling software, and other financial analysis tools. Experience with ERP systems and accounting software is advantageous.
- **Attention to Detail:** High level of accuracy in financial reporting and analysis, with a strong focus on maintaining precision in documentation and ensuring compliance with internal and external standards.



Skills and Competencies

- **Advanced Analytical Capabilities:** Ability to interpret large volumes of complex financial data and present it as clear, actionable insights to stakeholders across the organisation.
- **Effective Communication:** Strong written and verbal communication skills, with the ability to distil complex financial information and present it to both financial and non-financial audiences in a comprehensible manner.
- **Time Management and Organisation:** Exceptional organisational skills, with the ability to manage multiple projects concurrently, meet deadlines, and deliver high-quality results, particularly during periods of peak financial activity.
- **Technical Proficiency:** Expertise in financial modelling, advanced Excel functions, and other financial analysis software. Familiarity with ERP systems and accounting tools will be an asset.
- **Regulatory and Compliance Knowledge:** Thorough understanding of Australian financial regulations, corporate tax laws, and governance principles to ensure adherence to legal and organisational standards.

Working Conditions

This is a full-time position based at Trendie, with the potential for extended hours during peak financial periods, such as year-end reporting and budget planning sessions. The role requires handling confidential financial information, necessitating strict adherence to confidentiality protocols and high ethical standards.

Key Performance Indicators (KPIs)

- **Timeliness of Reporting:** Ensure the timely and accurate delivery of financial reports, maintaining a high standard of precision and reliability.
- **Budget Accuracy:** Contribute to the development of precise budgets that effectively guide the decision-making processes of the organisation.
- **Strategic Contributions:** Provide insightful analysis and recommendations that influence key strategic initiatives and promote organisational growth.



Trendie

- **Compliance Maintenance:** Ensure full compliance with all relevant financial regulations, internal policies, and Australian accounting standards.
- **Financial Modelling Efficiency:** Demonstrate advanced proficiency in financial modelling and scenario planning, aiding in strategic decision-making and risk management.

Company Values and Culture

At Trendie, we foster a culture of innovation, accuracy, and continuous improvement. As a Financial Analyst, you will play a key role in shaping the company's financial strategies and contributing to its long-term success. We place a strong emphasis on collaborative teamwork, analytical excellence, and strategic foresight to maintain our position as a leading organisation in our field.

Career Development

The Financial Analyst position offers significant opportunities for growth within Trendie. Progression pathways include roles such as Senior Financial Analyst, Finance Manager, or Director of Finance. There are also opportunities to specialise in areas such as corporate finance, investment analysis, or financial planning, providing a dynamic and rewarding career trajectory.

Emerald Tower, 786 Castlereagh Heights Sydney, NSW 2000 Australia 

1300 TRENDIE (1300 873 634) 

info@trendie.com.au 

www.trendie.com.au 