Position Title: Finance Intern, General Medicines

About Sanofi
When you join an organisation, the question many ask is, what will life be like? The question we ask you is, what difference will you make? No matter your role within Sanofi Australia and New Zealand, you are able to make a difference.

Sanofi is dedicated to supporting people through their health challenges. We are a global biopharmaceutical company focused on human health. We prevent illness with vaccines, provide innovative treatments to fight pain and ease suffering. We stand by the few who suffer from rare diseases and the millions with long-term chronic conditions.

With more than 100,000 people in 100 countries, Sanofi is transforming scientific innovation into healthcare solutions around the globe. As a global healthcare company Sanofi believed in the value of diversity and inclusion and work hard to create workplaces where every person’s voice is heard.

Our office in Macquarie Park is close to public transport. We have a free onsite gym, cafe and plenty of free onsite parking.

The Finance team are an energetic and passionate team.
Sanofi, Empowering Life

Purpose of Role
The Finance Intern will play an important role in the production of management reports and business planning. The Intern will also be involved in business intelligence and continuous improvement projects.

Priorities

Business Partnering
- Assist with the production and analysis of monthly management reports such as Sales reports and P&L
  - Month end preparation including journal entries, rebate reconciliation / GTN analysis
  - Prepare Sales report for Day 1 Sales close meeting and Day 3 sales report to Region
  - Prepare P&L report for Day 3 Local meeting and Day 7 report to Region
- Assist with the production, analysis, commentary and presentation of monthly cost centre reports
- Documenting and together with the finance team, work on implementing continuous improvement projects
- Ad hoc projects
  - Weighted Average Price Disclosure – work on process improvement, reconciliation (Department of Health) and ensuring data integrity

Business planning
- Assist with preparation, analysis and reporting of business plan (F1, F2, Budget and LRP)
  - Preparing and loading information into TM1
  - Extracting data from TM1, specific analysis and reporting
**Business Insights**
- Assist the team with Business Intelligence projects
- Generate new insights to assist decision making for the commercial managers and the Leadership Team.

**Health, Safety and Environment**
- Take reasonable care of the health and safety of yourself and others.
- Cooperate with Sanofi management in the provision of a healthy and safe workplace.
- Identify and correct unsafe conditions or behaviours and immediately notify the Manager of any serious incidents; complete an Incident / Injury Report and forward to Human Resources within 48 hours where necessary.
- Undertake duties in accordance with the current Sanofi Policies and Procedures.
- Report non-conformance in accordance with the requirements of the Sanofi quality system.

**LEAD Competencies & Values**
This position is required to demonstrate the following LEAD competencies and corporate values.

**Person Profile**

**Essential Skills and Experience**
- Work experience in fast pace environment
- Strong numeracy and analytical skills
- Strong written and verbal communication skills
- Collaborative skills
- Influential skills
- Microsoft Office suite (Excel, Power Point, Word)

**Essential Qualifications**
Position Title: Finance FP&A Intern

Business Unit: FINANCE & OPERATIONS - CONTROLLING

Reports To: Senior Commercial Lead

Purpose of Role

To support the Australia-New Zealand operations by:
- Assist in all relevant reporting with on-time accuracy of monthly financial information as required to assess the performance of the ANZ operations (in terms of Sales, Operating expenses, Headcount, and defined Key Performance Indicators)
- Assist on the analysis of ANZ business to understand underlying factors explaining company’s performance
- Contributing to the preparation of the annual business plan for allocated functions
- Assist in the month end close activities and reporting schedules
- Assist on the system maintenance activities and reconciliation
- Provide support to Genzyme and Vaccines GBU
- Provide support for Supply Chain and Shared Support Functions departments

Key activities

Business Planning:
- Contribute to the annual Sanofi Business Plan process and all recurring forecasting and planning requirements that arise in accordance with local and corporate requirements
- Assist on the preparation and maintenance of Planning tool TM1 BOOST, excel reporting and budget presentation pack for SSF (Shared Support Functions)
- Assist on the consolidation of planning/forecast Shared Support Functions & Supply Chain.
- Assist Genzyme and Vaccines GBUs on monthly tasks and adhoc queries
- Assist on analytical work on ad-hoc basis.

Reporting
- Assist on the preparation and distribution of the monthly ANZ reporting, OPEX Reporting, Distribution reports, and ad hoc reports.
- Assist on the preparation of month end journal accruals, prepayment and allocations.
- Support FP&A team on KPI analysis versus budget and forecast, assist in preparation and upload of forecast planning data into Planning tool.
- Provide initiative, input and involvement in the set-up of current process to improve efficiency.
- Assist Genzyme and Vaccines GBUs on monthly reporting and adhoc queries
- Other ad hoc reporting tasks as required

System Maintenance
- Assist on the preparation of the upload Actual data from SAP into TM1 BOOST V4 and perform reconciliation of sales, Opex, headcount, personnel cost and other managerial allocation.
- Prepare the upload file for Month Trend Forecast data into HFM.
- Assist on the preparation of OPEX Budget/Forecast data upload from TM1 BOOST V4 to SAP.
- Assist on the preparation of Sales Budget/Forecast data upload from TM1 BOOST V4 to Cognos for Daily Sales report.
- General maintenance on Master Data in TM1
Health, Safety and Environment

- Take reasonable care of the health and safety of yourself and others.
- Cooperate with sanofi-aventis management in the provision of a healthy and safe workplace.
- Identify and correct unsafe conditions or behaviours and immediately notify your Manager of any serious incidents; complete an Incident / Injury Report and forward to Human Resources within 48 hours where necessary.
- Undertake duties in accordance with the current sanofi-aventis Policies and Procedures.
- Report non-conformance in accordance with the requirements of the sanofi-aventis quality system.
- Comply with corporate and legal health and safety requirements.

LEAD Competencies

This position is required to demonstrate the following LEAD competencies.

**Act for Change**

*Embrace change and innovation and initiate new and improved ways of working*

- Creatively challenges the status quo to find new ways of working
- Looks for the opportunities that arise during times of change
- Readily adapts to new environment, jobs, technologies and processes

**Cooperate Transversally**

*Collaborate effectively with peers, stakeholders and partners across the organisation to positively impact business results*

- Shares relevant information openly and seeks appropriate input from others outside of the direct team
- Develops and maintains effective cross-functional working relationships and partnerships
- Responds positively and constructively to requests for support from across the organisation

**Seek ongoing improvement of performance quality to create sustainable added value**

- Sets ambitious, tangible and measurable targets
- Takes personal responsibility for achieving results
- Reviews and evaluates progress against agreed targets, timelines and budgets

**Strive for Results**

*Understand, meet and exceed internal and external customer expectations to create positive impact*

- Actively works to gain genuine understanding of the customers’ perspective
- Strives to build mutually beneficial solutions and partnerships
- Actively seeks customer feedback to identify opportunities for improvement and to gain insight to underlying needs

**Commit to Customers**

*Corporate Values*

**Confidence** - We are confident; standing up for what we believe in and pursuing our goals passionately. Always resilient, we dare to challenge the norm.

**Respect** - We recognise and respect the diversity and needs of our people, patients and partners, ensuring transparent and constructive interactions through mutual trust.

**Integrity** - We commit to maintain the highest ethical and quality standards without compromise.

**Solidarity** - We are united in shared responsibility for our actions, our people, the wellbeing of our patients and in achieving a sustainable impact on the environment.

**Innovation** - We encourage our people and partners to embrace creative solutions and excel through entrepreneurship.
Person Profile

Essential Skills and Experience

- Financial analysis skills
- Problem Solving skills
- Excel spreadsheet skills
- Presentation skills
- Knowledge of current accounting standards
- Communications skills
- Ability to meet non-negotiable strict deadlines