

# NIKKI LAWSON

## PERSONAL DETAILS

---

CONTACT DETAILS      nikki@bxn.co.nz  
<https://www.linkedin.com/in/lawsonnikki/>  
NATIONALITY            New Zealander

## PROFESSIONAL MEMBERSHIPS

---

**2013**                    New Zealand Institute of Chartered Accountants (first time pass)  
**2009**                    Golden Key Honours Society

## QUALIFICATIONS, EDUCATION AND SCHOLARSHIPS

---

**2009**                    **Bachelor of Management Studies Degree (First Class Honours)**  
Accounting major  
University of Waikato, Hamilton, New Zealand

**2005 - 2009**            **Prime Minister Scholarship recipient**  
Awarded to a limited number of athletes in New Zealand who train and compete at a high level whilst also attending University.

**2005 - 2009**            **Sir Edmund Hillary Scholarship recipient**  
Awarded to a limited number of sport and art scholars who attend the University of Waikato. The purpose of the Scholarship is to inspire excellence, all round development and leadership in each scholar.

**2003**                    **Year 13 Dux**  
**Steiner Certificate, Level 3 – with excellence**  
Taikura Rudolf Steiner School, Hastings, New Zealand

## KEY TRANSFERABLE SKILLS

---

- Excellent skills in preparation, analysis and interpretation of financial and non-financial information.
- Excellent communication skills, written and verbal, to a diverse audience including peers, clients, board members and senior management.
- Adept ability to exercise initiative and versatility.
- 10+ years accounting and taxation experience.
- Staff management experience including training, delegation, review and career planning.
- Experience in operating in pressured environments, planning, prioritizing and achieving goals within time constraints.

## INFORMATION TECHNOLOGY SKILLS

---

- Proficient in Microsoft office products
- Exposure to a number of accounting software systems (e.g. Hyperion, SUN Q&A, MYOB, PeopleSoft, Quantum, Quickbooks, Xero, Unleashed and FinPower).
- Proficient in the operation of Lotus Notes databases and Business Objects.
- Exposure to analytical tools such as Power BI, Anaplan and Tableau software.

## WORK HISTORY

---

<b>Nov 2020 – Current</b>	<b>BXN Ltd Owner / Director</b>
Key Responsibilities:	Business and financial advisory services.
Key Industries:	Agriculture, Legal, Online Retail and Technology including start ups.
Key Projects:	Provide financial and business advisory services and support to clients with a focus on managing cashflow, achieving KPI metrics and systems support. Building three-way forecasts (P&L, Balance Sheet and Cash Flow) Continually strive for gaining efficiencies and process improvements.
<b>Nov 2020 – Current</b>	<b>Richard Ede Ltd Contractor – Consultancy Services</b>
Company Information:	Richard Ede Ltd provides Banking, Finance & Business Advisory services to clients across a wide range of industries from start-ups to some of NZs largest privately owned businesses.
Key Responsibilities:	Prepare financial analysis and forecasts.
Key Industries:	Agriculture, Forestry, Tech, Utilities, Automotive and High Wealth Individuals.
Key Projects:	Monthly financial performance and forecast reviews, with a large focus on cash management and KPI metrics. Building three-way forecasts (P&L, Balance Sheet and Cash Flow) Design and improve processes. Train new staff and manage workflow.
<b>Dec 2016 – Nov 2020</b>	<b>Career break – stay at home mum.</b>
<b>Nov 2017 – Jul 2018</b>	<b>Cox World Travel, Napier, New Zealand Director</b>
Overview:	Responsible for winding down the business follow sudden passing of family member (owner). A family travel agent business for over 30 years.
<b>Jun 2015 – Dec 2016</b>	<b>Tokio Marine Kiln (TMK), London, UK Senior Management Accountant – Financial Planning &amp; Analysis (FP&amp;A)</b>
Company Information:	Tokio Marine Kiln is a leading international provider of specialist and corporate insurance for clients within the Lloyd's and Company Insurance markets.
Key Responsibilities	<ul style="list-style-type: none"><li>• Provided support to the FP&amp;A Manager to lead a team of 14 staff, providing team training and working on team culture and values.</li><li>• Managed and reviewed all areas of forecasts including, P&amp;L, cashflows, and profit commissions (bonus pool).</li></ul>
Key Achievements:	Lead and coordinate the annual Business Plan, Managed through team restructure. Improved forecasting processes. Upskilled staff and provided guidance and feedback through quarterly performance appraisals.
Key Projects:	<b>Quarterly Forecasts</b> – Managed the process of quarterly P&L forecasting. <b>Quarterly Press Releases</b> – Reviewed the press release of latest forecast figures and narrative before being released to the market. <b>Quarterly Board Reports</b> – In depth analysis of business actual performance and projected forecasts. Numerous board reports for various entities. <b>Annual Business Plan</b> – Managed and lead the annual Business Plan for both the Syndicate and Company platforms.

**Development of P&L Forecast Model** – Managed the development of P&L forecast model using Anaplan.

**May 2014 – Jun 2015**

**Tokio Marine Kiln (TMK), London, UK**  
**Management Accountant – Financial Planning & Analysis**

Key Responsibilities

- Prepared in-depth management information to support TMK Finance and Senior Executives in monitoring and managing the business.
- Prepared the first integrated budget for TMK following the integration of Kiln and Tokio Marine Europe in 2014.
- Peer group competitor analysis.
- Liaised with external auditors for year-end statutory accounts verification.
- Worked with external stakeholders to provide forecasts and commentary.
- Involvement in ad-hoc projects including the strategic integration programme and the London office relocation project.

Key Achievements:

Implemented monthly dashboard style reporting for expense analysis. Developed a financial model to allocate claims handling costs to underwriting divisions. Worked with sub-tenants, lawyers and Head of Facilities to help facilitate the office move project, ensuring the accounting and legal requirements were met. Provided Excel training for Finance staff including data visualization, workbook structuring and controls.

Key Projects:

**Quarterly expense reporting** – in depth analysis of performance against budget. Interacting with cost centre managers and Head of Finance Operations.  
**2015 Expense budget** – Preparation of the first combined Tokio Marine and Kiln expense budget. Met with cost centre managers to review budgets. In-depth analysis and preparation of the board paper for approval.  
**Allocation of expenses** – Analysed the allocation methodology of the indirect expense base to underlying divisions, identifying the impact that the integration would have on underwriting divisions.  
**Integration programme** – Regularly meet with Head of the Integration programme to discuss tracking of expenditure and analysis of forecasts.

**June 2013 – May 2014**

**Balfour Beatty Plc, London, UK**  
**Group Financial Analyst – Financial Planning & Analysis - GHO**

Company Information:

Balfour Beatty Plc is a multinational infrastructure group with capabilities in professional services, construction services, support services and infrastructure investments. A constituent of the FTSE 250 Index, Balfour Beatty operates in over 80 countries, working for customers principally in the UK, the US, South-East Asia, Australia and the Middle East.

Key Responsibilities

- Monitored company financial and operational performance trends, historical and forecasted, including revenue, cash performance, debtors and capital expenditure. Analysed causes and implications of variances.
- Prepared in-depth analysis and presentations for Board and Executive Team meetings on Group financial performance.
- Analysed all aspects of the annual budgeting and medium-term planning processes, including development of the annual planning calendar, ongoing liaison with divisional financial analysts and execution of the Group budgeting review process.
- Maintained and enhanced financial forecasting, budgeting, and operational models and streamlined financial planning and analysis processes where applicable.
- Provided ad hoc support to the Director of Investor Relations.
- Provided ad hoc support to the Group Consolidation team including half year and year end analysis to support preparation of statutory accounts.

**Key Achievements:** Developed and improved direct reports to the Board and Executive Team. Assisted with an SQL database build for analysis of financial information. Created Group reporting templates to be distributed and implemented across the Balfour Beatty Group.

**Key Projects:** **Monthly CFO reporting** – Review of Group financial and operational performance for presentation to the Board.  
**Budget** – Review of divisional budgets including in depth trend and KPI analysis for presentation to the Board.  
**Key contracts and commercial issues report** – Review of financial and operational performance of key contracts for presentation to the Audit Committee.  
**Monthly KPI reporting** – Analysis of KPIs and divisional reporting. Initiate discussions with divisional FDs and FCs of variance analysis.  
**Strategic Road Map (SRM) reporting** – Review of divisional 5 year plans including in depth trend and KPI analysis to support development of strategic direction for the Group.

**Feb 2010 – Apr 2013** **PricewaterhouseCoopers (PwC), Wellington, New Zealand**  
**Senior Associate – Private Client Services**

**Company Information:** PwC is the world's largest professional services firm. The Private Client Services department services small to medium businesses by providing business, accounting and taxation advice.

**Key Responsibilities**

- Preparation of the statutory accounts for a wide variety of entities including NZ IFRS and consolidated groups.
- Monthly and quarterly financial analysis and reporting to clients.
- Responsible for the management accounting function of a large New Zealand finance company in receivership. This included paying monthly bills, reconciling bank accounts and providing weekly cash flow reports to the receiver. Other tasks included being the point of contact for investor queries and grievances, and managing and orchestrating interim distributions to investors.
- Managed and mentored junior staff and graduates.
- Completion of tax calculations and tax provisions.

**Key Achievements:** Nominated for the PwC Asia Pacific East Cluster Excellence Award 2012. Selected for the 2012 PwC "Trail Finders" leadership group (Key talent identification programme). Early promotion to senior associate.

**Key Projects:** Preparation of special purpose financial statements, NZ IFRS conversion, preparation of NZ IFRS financial statements, school audits, provisional and terminal tax calculations, and numerous secondments including:

**Corporate Finance (PwC)** – Worked as part of a team to complete the due diligence of the expression of interests for one of New Zealand's largest Public-Private Partnership projects (2012). This involved research and analysis of financial information for a number of entities across multiple consortiums.

**AMP Capital Investors Limited** – Assisted the corporate finance team with month end processes and GST filing.

**NZ Oil & Gas Limited** – Compilation of NZ IFRS Financial Statements

**Qual IT Business Solutions Limited** – Assisted the CFO with budget forecasting.

**Watson & Son Limited** (manufacturer and exporter) – Completion of NZ IFRS Financial Statements, including conversion from NZ GAAP. Provided management accounting support while the company did not have an acting CFO.

**Nov 2008 – Feb 2010** **Brown Webb Richardson Chartered Accountant, Hastings, New Zealand**  
**Summer Intern**

## **PERSONAL INTERESTS**

---

My husband and I have two young children so we engage in our communities including Playcentre, School group activities and sporting teams. In the past I have volunteered as Treasurer for our local Playcentre and I am also a Trustee for several family Trusts.

Sport is a passion of mine. I was involved with the New Zealand Surf Life Saving High Performance training squad from 2001 - 2013. I represented New Zealand over an eight year period competing at the highest level including 4 x World Championships, World Games and International Challenges. Key achievements include: 2006 and 2012 World Champion as well as winner of numerous individual and team world and national titles.

Other interests include open water swimming, triathlons and running. In May 2015 I was the female winner of the very first Uganda International Marathon after which I stayed on in Uganda for a few weeks doing volunteer work in the local community of Masaka.

**EMPLOYMENT REFEREES** - Available on request.