



# POSITION DESCRIPTION

F-HR-309-5

February 2021

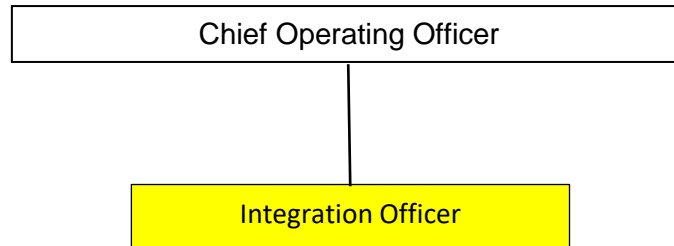
<b>Job Title</b>	Integration <b>Manager</b>		
<b>Authority Level</b>			
<b>Division</b>	Operations	<b>Reports To</b>	Chief Operating Officer
<b>Location</b>	Geebung/Sydney	<b>Date Reviewed</b>	May, 2022

## POSITION SUMMARY

The purpose of the Integration Manager is to:

- Drive and be accountable for the integration of new acquisitions into the Company together with RGM and/or BM
- Assure all integration actions, supported by all Functions, are delivered in accordance with Integration plan
- Train New Staff/Management in the areas of
  - Compliance and HSEQ
  - Flick Operating Systems
  - General Induction/Code of Conduct
- Lead and assist new staff through the Corporate Process

## ORGANISATIONAL ENVIRONMENT



## NETWORKING RELATIONSHIPS

To achieve the objectives of this role, the incumbent is dependent on the following internal and/or external networks;

<p><b>Internal</b></p> <ul style="list-style-type: none"> <li>• Chief Operating Officer</li> <li>• M&amp;A Manager</li> <li>• Regional General Managers</li> <li>• Regional Business Controllers</li> <li>• IT</li> <li>• HR</li> <li>• Finance</li> <li>• Other staff as required</li> </ul>	<p><b>External:</b></p> <ul style="list-style-type: none"> <li>• External Suppliers</li> </ul>
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### KEY ACCOUNTABILITIES

Key Result Areas	Tasks
<b>1. Planning</b>	<ul style="list-style-type: none"> <li>• Understand contract conditions (if applicable) to ensure compliance post acquisition.</li> <li>• Assist in the management of the new acquisition with the Regional General Manager and lead new staff through change process.</li> <li>• Understand and review the data integration process and assure delivered without losing or leaving any data behind</li> </ul>
<b>2. Day to day administration of new acquisition</b>	<ul style="list-style-type: none"> <li>• Ensure understanding and compliance of Flick business in the areas of.               <ul style="list-style-type: none"> <li>○ Finance</li> <li>○ Legal</li> <li>○ HR</li> <li>○ Compliance</li> <li>○ Communication</li> <li>○ IT</li> <li>○ Sales</li> <li>○ Procurement</li> <li>○ Culture</li> </ul> </li> </ul>
<b>3. Synergies</b>	<ul style="list-style-type: none"> <li>• Assist General Manager in identifying potential synergies / efficiencies in business post acquisition.</li> <li>• Make recommendations on potential improvements post 12 months</li> </ul>
<b>4. Project work</b>	<ul style="list-style-type: none"> <li>• Manage post acquisition process from start to finish.</li> </ul>
<b>5. Any other duties as requested by the COO.</b>	

### Specific - OHS RESPONSIBILITIES

Refer to the attached Workplace Health and Safety Responsibility, Authority and Accountability Matrix

### PERSON SPECIFICATION – Competencies Required for the Position

Competencies/Qualifications	Experience
<b>Essential</b> <ul style="list-style-type: none"> <li>• Team Building experience – Important that we assure that new employees from the acquisitions feel included and supported</li> </ul>	<b>Essential</b> <ul style="list-style-type: none"> <li>• Must be able to travel to multiple locations</li> </ul>
<b>Desirable</b> <ul style="list-style-type: none"> <li>• Experience managing or ability to acquire required knowledge to manage a Branch within Flick Anticimex</li> </ul>	<b>Desirable</b> <ul style="list-style-type: none"> <li>• Ability to communicate across all levels of business.</li> </ul>



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## FLICK ANTICIMEX CORE VALUES

*All Flick employees should display the following core values:*

- Trust
- Innovation
- Passion

## APPROVAL/ACCEPTANCE

APPROVED BY:

Date:

Position Title:

Signature:

**I have read and accept this Position Description**

ACCEPTED BY:

Date:

Signature:

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# JOB DESCRIPTION

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## 1. BUSINESS INFORMATION & LOCATION

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Flick Anticimex Pty Ltd ABN: 85000059665

Location: Unit 9, 145 Arthur Street, Homebush West NSW 2140

## 2. OCCUPATION

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Position Title: President Pacific Region (Full-time)

## 3. DUTIES AND RESPONSIBILITIES

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### **The Company**

Flick is part of Anticimex, offering specialised pest management services in more than 20 countries. Anticimex's vision is to be the global leader in preventive pest control. Since the company were founded in Sweden in 1934, we have been at the forefront of our field, offering the best solutions available in order to give our customers peace of mind

Flick has established infrastructure across both Australia and New Zealand, delivering integrated pest management and hygiene services through all Flick Branches and Depots. Leveraging access to employees embedded in local communities, delivering localised, professional, quality controlled and compliant services to all our contracts.

- In excess of 120,000 corporate customers in the Pacific Region
- More than 1000 front-line operational personnel, administration staff and remote agents within Australia and 57 staff members in New Zealand.
- 40 Flick branches and depots within Australia and New Zealand with Head office in Sydney
- Over 700 Flick vehicles in the Pacific Region.

With this as a base, we are proud to be the modern pest control company, offering modern solutions for a modern society. Our definition of modern is in our approach and how we operate. We work with prevention, using our in-depth knowledge and experience, to minimize the risk of problems occurring

### **The President reporting to Global CEO and President:**

- (a) is responsible for the overall business operations for the Region and execute duties in accordance with the objectives of the Company in accordance with the instructions of the Global CEO and President, including the business plan of the Company, the Company's annual budget, applicable Company and Group rules and policies and in conformity with the guidelines and objectives otherwise laid down by the Company/ Group/ Board, as applicable, from time to time;
- (b) shall within the scope of the duties of the President mentioned in (a) above monitor and assure that the Australian and New Zealand entities are operating in line with company law, other legislation applicable to the Company and the articles of association of the Company

are complied with; and

- (c) shall within the scope of the duties of the President mentioned in (a) above monitor that the execution of the Company operations are carried out in accordance with generally sound principles financially, administratively, commercially and in respect of personnel.
- (a) is, during the employment, obligated without being entitled to any additional remuneration, to accept board appointments in companies within the Group.
- (b) shall not carry out any other business operations
- (c) shall not accept any other assignments by way of employment or as a consultant irrespective of whether any remuneration is paid, and/ or
- (d) carry out any activities which reasonably have a material adverse effect on the duties associated with the position in the Company and/or the Group or on the Company's and/or the Group's reputation or business
- (e) shall make available his entire working capacity to the Company. He is not bound by any fixed working hours. He is however, expected to be at the Company's disposal whenever needed to the benefit of the Company.

**The main duties of the role:**

- Develop and implement strategy in line with group strategy, adapted to Pacific
- Providing overall leadership and general management and determining required business strategy and associated general policy requirements.
- Providing overall strategic and business operations management and compliance.
- Determining annual financial year business goals and budget requirements in line with Head Office directives.
- Establishing a corporate plan and associated performance objectives in line with agreed corporate goals.
- Ensuring that the Australian and New Zealand operations and reporting meet legislative and business auditing requirements in their country of operation.
- Ensuring that business goals and sales outcomes meet profitability and net income growth requirements.
- Monitoring and evaluating ongoing performance of the company and making strategic adjustments as and when required.
- Preparing and delivering reports and statistics to Head Office in accordance with established reporting requirements.
- Authorising expenditure on all company resources and staffing.
- Representing the business at key business meetings with stakeholders as and when required.

- Maintaining and growing brand awareness and market penetration.
- Ensuring that workplace health and safety legislative requirements are maintained environmentally and through management and staff compliance.

Key targets:

- Successfully implement changes needed to grow business and gain market shares organically by driving the key company strategy through digital pest control
- Successfully grow business through M&A to increase density in accordance with strategy
- Successfully grow profitability to Anticimex group average by 2025
- Ensuring legal compliance addressing regulatory matters, customer- and supplier agreements

#### 4. QUALIFICATION & EXPERIENCE

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- In depth knowledge of Flick Anticimex's and the wider Anticimex Group's business activities, aims and objectives.
- Experience in leading and managing all operational and people management requirements.
- Previous experience from converting a pest control service company from traditional services to digital preventative pest control solutions
- General business acumen.
- Experience in financial management.
- Strong planning and organizational skills.
- Quick learning and problem-solving abilities.
- Strong vision, well-articulated.
- Proven ability to deliver results as required within specific time frames.
- Ability to work under pressure and react in a fast moving and challenging industry.
- Ability to prioritize and identify/address key issues.
- Strong communication skills (oral and written).
- Organized, methodical and responsible work habits.
- Good reporting skills.
- Solution and deadline driven.
- Excellent relationship and people skills.

- Ideally experience in M&A / implementation of a buy and build strategy
- Proficiency in written and spoken English; ideally from international work experience
- Excellent relationship and people skills.

## 5. LANGUAGES

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English