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## **Example of Senior Financial Analyst Job Description**

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Our innovative and growing company is looking to fill the role of senior financial analyst. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for senior financial analyst

- Prepare and post accounting entries to record development and term deal expenses and accruals
- Research and prepare variance analysis and explanations
- Complete and submit required consolidation and reporting deliverables
- Track and manage information for general forecast updates of Capital and OPEX budgets
- Preparation and analysis of the periodic and quarterly management reporting of financial results for assigned Enterprise Facilities functional areas
- Provide routine communication with Enterprise Facilities managers relating to financial close, issues, and deliverables
- Offer analytical support to business units in relation to goals and initiatives
- Aid in the preparation of annual budget
- Aid in the preparation of monthly forecasts
- Lead business unit procedures

## Qualifications for senior financial analyst

- Advanced Excel and Access
- MS Excel use of advanced features for data analytics (lookup & pivot tables)
- Broad knowledge of US GAAP and its application
- Ability to establish and meet timelines
- Strong systems and tools skills
- Degree in Accounting or Finance with 6+ years of relevant experience or