Downloaded from <https://www.velvetjobs.com/job-descriptions/analyst-finance>

# Example of Analyst, Finance Job Description

Our company is growing rapidly and is looking to fill the role of analyst, finance. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for analyst, finance

* The ability to extract information from existing reports (multiple systems, formats) and aggregate the data and build a system process to deliver and operate an interim reporting solution during a period of transition using Excel and Access
* Preparation of monthly financial reports by region (including variance analysis and succinct commentary) during the implementation of a new SAP financial system
* Creating and revising staff plans & fee proposals
* Learning specifics of client contracts
* Assisting with management reporting
* Evaluate key on-going promotional topics, analyse mid-term trends and draw recommendations for tactical structural promotion optimisation within the Home Channel using both internal and external sources of data
* Develop data tables and participates in analyses of project requests in support of the Finance Department
* Recommend programs, practices and standards to facilitate uniform application of electronic data
* Prepare financial analyses on various aspect of the financial operations
* Prepare schedules and worksheets for regulatory financial reporting requirements

## Qualifications for analyst, finance

* BS degree in accounting or finance with 8+ years of relevant experience
* Experience of management accounting and/or financial accounting (both preferred)
* Accounting designation or pursuing one, would be an asset
* Bachelor’s Degree in Business, Accounting, Finance or relevant field
* Experience with specialized financial systems such as GL systems, Hyperion/Essbase, Pivot, and other BI interfaces
* Comfortable providing meaningful conclusions, interpretations, and recommendations based on own work