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# Example of Business Controller Job Description

Our company is searching for experienced candidates for the position of business controller. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for business controller

* Implementation of control expenses plans
* Where a warehouse is used, the CSO business Controller is also expected to ensure controls are in place in the warehouse
* Manage and support all BU revenue and expense reporting, ensuring control, accuracy, predictability and timely delivery of figures, analysis and comments
* Manage closing/reporting and assist in financial planning processes, including forecast, budget
* Review and analyze monthly actuals and deviation to budget
* Be a Business Partner to the different departments and provide comprehensive financial data and analysis to facilitate management decision making
* Work with key internal stakeholders to plan and monitor corporate reporting (all events monthly, quarterly, half yearly and Annual)
* Develop and deliver business reports in alignment with agreed objectives, scope, content, frequency, quality and formatting
* Participate in ad hoc local, regional and global projects
* Assist Country Manager / Sector Leader with preparation and evaluation of business plans and project proposals

## Qualifications for business controller

* Proficiency with large ERP (SAP preferred) and Microsoft Office applications
* Advanced Excel skills (pivot, lookups, macro )
* Two (2) to five (5) years’ experience in business and/or financial controlling
* Agility with data-analysis tools
* Minimum 1-3 years’ experience in Finance related position
* As a member of the Finance team you support the management with planning and controlling of the business performance