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# Example of Commodity Analyst Job Description

Our innovative and growing company is hiring for a commodity 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 commodity analyst

* Update journal postings in Sage 50 accounting application for all payables and receivables
* Complete Client and Supplier invoice reconciliation with Athena trading system
* Prepare deposits, cash payments to clients and update G/L accounting entries through Sage 50 in a timely and accurate manner
* Complete reconciliation between Accounts Receivable tracking sheet, Sage 50 and trading system to ensure no discrepancies
* Track outstanding receivables and send aging receivables to Credit Risk, Traders and Financial Control
* Provide month end reports and supporting documentation to Financial Control and address any resulting queries
* This role is responsible and accountable for the analysis, maintenance and interpretation of purchasing and usage data including but not limited to
* Collects and analyzes data, works with team members to resolve errors, explains changes and recommends actions to resolve problems
* Participates in team meetings and is prepared to provide information to ensure meetings are timely, efficient, and follow agenda
* Implement strategic sourcing practices for commodities and/or ingredients across Safeway retail, manufacturing, distribution and private label co-packing network

## Qualifications for commodity analyst

* 5+ years of experience in a physical or financial trading environment
* This position is responsible for commodity, economic and quantitative research/ analysis to support the commodity strategy and risk management operations for Kraft Heinz
* Tracking commodity markets, and issuing reports related to changing fundamentals
* Analyzing & presenting fundamentals (supply/demand) and market data to forecast commodity prices
* Working to support procurement/risk management within different zones and business units to provide forward-prices to explain pricing actions and perform hedge strategy analysis
* Aiding in preparing materials for various procurement strategy meetings