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# Example of Decision Support Job Description

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

## Responsibilities for decision support

* Work will often require flexibility and meeting tight deadlines
* Able to communicate with many different customers and seek solution to move the organization forward
* Manage the daily and weekly and other routine reporting for the GFB brands
* Following guidance from the Decision Support Manager carrying out the day to day accounting duties to provide reports, forecasts and guidance to the Brand Controller
* Part qualified or studying towards ACCA, CIMA or ACA qualification
* Responsible for providing requested management data to the organization and for identifying areas for analysis
* Manages the data warehouse and efficient production of various reports, including dashboard reports with key performance indicators
* Assists in business analysis as requested by management to identify areas for financial and operational performance improvement
* Coordinates report standardization and development of user-friendly reporting tools
* Design and develop reporting tools and data management routines that populate centralized datasets used for reporting based on functional specifications

## Qualifications for decision support

* Innovation pipeline management
* Management of regional financial planning (management accounts, expenditure approval, ) and liaison with regional Finance stakeholders
* BBA required
* Minimum 2 years of experience in FP&A or Audit
* Knowledge of SAP a major plus
* FP&A experience and strong analytical background required