Downloaded from <https://www.velvetjobs.com/job-descriptions/director-business-process>

# Example of Director, Business Process Job Description

Our innovative and growing company is looking for a director, business process. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for director, business process

* Review process improvement opportunities across Finance and the related business cases
* Support finance systems, including the revenue mart, BPC and SAP financials and ensure there are adequate procedures in place to sustain operations of these critical systems
* Drive annual strategic planning process as it relates to financial systems and process opportunities
* Serve as spokesperson for the function and continue to drive adoption of business case development and initiation of programs/projects
* Manage a diverse team of technical and non tech team members and develop career paths for them
* Oversee accounting and data requirements for the general ledger and other critical finance systems that produce accounting results and recommend changes required to ensure accurate results
* Develop and implement key financial statement ledger control processes and analytics to enhance the control processes of the financial close and support compliance with Canadian and NAIC reporting standards
* Provide training and support on finance reporting tools such as the Oracle accounting system, Discoverer and Smartview reporting tools
* Position will interact with all levels of employees within the US finance community, including cross functional teams, such as Expenses, Service Center, Treasury, Corporate Finance Shared Services, and will need to liaison with these teams on Finance initiatives
* Lead the research, strategy and business case development, PAR creation, and implementation of leading-edge credit processes for Small Business clients

## Qualifications for director, business process

* SAP experience is a plus and any experience with implementing Sarbanes Oxley (SOX) operating in a SOX compliant regime would be highly welcome
* Lead a team of direct reports, project personnel and stakeholders in the development and implementation of a series of specific initiatives to transform the end-to-end credit process for Small Business clients
* Be expected to influence executives and other key decision makers by leveraging his/her experience and, logical approach to problem solving his/her excellent ability to present and communicate
* Lead and manages agile learning labs to validate and refine strategies
* Senior Management Engagement & Governance
* Influencing and Developing Others