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# Example of Finance Analyst Job Description

Our company is growing rapidly and is searching for experienced candidates for the position of finance analyst. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for finance analyst

* Act as a finance point of contact for allocated client Groups
* Close the month-end management accounts in line with required governance frameworks
* Assurance of financial accuracy and completeness
* Contribute to driving efficiencies in reporting and processes
* Work with the Groups senior management and in conjunction with the Planning and Performance team to develop annual budgets and quarterly forecasts in line with overall Ofcom timelines and requirements
* Provide cover for team members within the Financial Planning & Analysis (FP&A) team as and when required
* Handles uploads of financials model results into forecasting/budgeting systems
* Collects International Royalty reports from International partners and updates internal system/spreadsheets with the results
* Will seek to improve, automate or otherwise create efficiencies in his/her areas of responsibility
* Promote the adoption of and adherence to business modeling guidelines, resolve various financial, modeling, and product issues as they arise in a timely manner

## Qualifications for finance analyst

* CIMA or ACA part qualified - first time passes preferred
* Experience of financial planning in a multi-divisional and international organisation preferred
* Bachelor in Economics, Finance, Math, Statistics, Engineering or Business equivalent
* Knowledge of US GAAP/Irish GAAP
* Experience within the FMCG/Pharmaceutical industry is desirable
* Review, correct and report on certain aspects of monthly performance reported at Group level