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# Example of Finance Planning Analysis Job Description

Our growing company is hiring for a finance planning analysis. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for finance planning analysis

* Leading the budgeting and forecasting process across the business
* Manage revenue budgeting and forecast processes including coordination with product groups and the various subsidiaries
* Manage the overall forecast process and all key executive presentations
* Review and manage the monthly Financial Close including P&L, Balance Sheet & Reconciliations
* Drive for gross margin calculations and reporting
* Drive review of Other Cost of Goods Sold (OCOGS) to ensure accountability and identify opportunities to streamline costs
* Develop strategy for international expansion
* Work with corporate accounting to implement appropriate internal controls at the Physical store, Online store and Corp HQ levels, including SOX and other compliance measures
* Be a strong team leader and people manager, actively support coaching and career development on the team
* Preparation of IBCM monthly performance reports & highlights including a holistic suite of KPIs such as Client profitability, RoC, RWA and BCBS

## Qualifications for finance planning analysis

* Prior experience with P&L’s and financial modeling is strongly preferred
* Intermediate to advanced business English proficiency
* Monthly BD3 Outlook
* Budget & Mid-Year-Forecast
* Quarterly Earnings
* Consolidation, review, analysis and presentation of the firmwide