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# Example of Finance Project Manager Job Description

Our company is looking for a finance project manager. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for finance project manager

* Assists with the design and creation of master data, documentation and testing of processes, data reconciliation, and training of end users for new implementations, acquisitions, and dispositions
* Knowledge and support for the balance sheet account attestation processes and the SOX support pack as part of the transition onto the new general ledger system
* Exhibit outstanding influencing skills to effectively drive project / program efforts - Demonstrate a proven track record of excellent project management, bringing the ability to quickly put structure in place to manage work in a dynamic complex environment
* Assists with development and management of internal financial audits
* Define budget and timeline of project
* Define project plan including resource requirements and perform all project management activities such as issue/risk management
* Manage the execution and delivery of project in scope
* Daily management of resources and tasks and deliverables
* Manage senior local and regional stakeholders from diverse backgrounds and cultures
* Create compelling project content (slides, benefits, business case, etc)

## Qualifications for finance project manager

* Execute project close activities accurately and timely
* Bachelor’s degree in business-related field is required
* Bachelors Degree in Finance or Accounting and Accounting qualification
* Knowledge or experiences in hospital management or related service industry preferred, but not required for fast learners
* Minimum of 10 years' working experience with at least 4 years as a team leader
* High-level analytical and process skills