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# Example of Finance Project Manager Job Description

Our growing company is looking for a finance project manager. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for finance project manager

* Responsibile for maintaining project plan of the project in MS project
* Reviews all test cases written by the business project team and IT for accuracy and thoroughness
* Plan the project and ensure it remains aligned with ongoing business case
* Step into content discussions and aligning with stakeholders where necessary to supplement or complement the team
* Manage the project deliverables so that the expected end product is produced
* Monitor project progress and resources, and initiate corrective action as necessary
* Present project plans & status updates for consensus & decision making
* Prepare project reporting and administration as required
* Ensure relevant stakeholders remain informed, engaged and committed as per stakeholder analysis
* Motivate the project team and provide direction

## Qualifications for finance project manager

* Degree in Finance and Accounting, or an ACCA holder
* Has familiarity with Sarbanes-Oxley (SOX) and experience with automated financial reporting, government accounting practices, Cost Accounting Standards (CAS), and Federal Acquisition Regulations (FAR) systems
* Corporate Finance, Developing Standards, Quality Management, Problem Solving, Process Improvement, Cost Accounting, Statistical Analysis, Financial Planning and Strategy, Reporting Research Results, Requirements Analysis, Financial Skills
* Talent and leadership development
* Occasionally stand, walk, use a telephone, write by hand, & lift, carry, push and pull objects that weigh 10 pounds or less
* Rarely reach or work above shoulders, kneel/crawl, climb, twist, bend, stoop and squat, grasp forcefully, sort and file paperwork