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# Example of Finance, Senior Job Description

Our company is growing rapidly and is looking to fill the role of finance, senior. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for finance, senior

* A high level of accuracy, and be able to adopt a right first time approach
* Reconciliation of customer receipts via credit card and PayPal payment portals
* Reconciliation of delivery charges and cash collections with 3PL providers
* Reconcile delivery and fulfilment costs from intercompany
* Ensure delivery and fulfilment fees to sellers are reasonable
* Reconcile COD customer collections are reconciled with intercompany delivery reports
* Accrual of fees and expenses at month-end
* Identify areas of improvement with current work processes, with emphasis on automation and efficiencies
* Responsible for managing Fast Growing Enterprises (FGE) and overseeing all financial duties pertaining to FGE globally
* Ensure transparency of critical measures to support decision making and proactively suggest actions

## Qualifications for finance, senior

* Tertiary Education preferable
* 5 years Management experience coupled with Business Administration/Management Training
* Experience in Security Industry essential
* Experience with ADT Internal procedures
* 5+ years of experience with advanced proficiency in Excel (pivots, lookups)
* Advanced financial modeling proficiency in Access, SQL and/or VBA