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# Example of Financial Adviser Job Description

Our innovative and growing company is hiring for a financial adviser. 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 financial adviser

* Ability to navigate through financial planning software (experience with xplan would be an advantage)
* Strong business planning skills giving you an ability to set ambitious yet realistic goals and how you will achieve them
* An openness to feedback and development (therefore being open to support from leaders to help you to reach your potential)
* Producing analytical features, writing reviews, conducting interviews, covering events, meeting deadlines and developing original ideas for articles
* Deliver what readers want from digital and print media
* A completed business or related undergraduate degree
* Provide advice, support and capacity development to UPMA on the Budgetary Governance reforms, particularly around planning, management, coordination and communication to ensure effective implementation of the reforms
* Provide support, mentoring and training directly to OPM officials and the National Program Budgeting Advisers and indirectly to the PFM Working Group and government agencies, including municipalities, during implementation
* Support and continue to strengthen the GoTL’s partnership with the OECD in the area of PFM reform – this includes, potentially, supporting the Timorese delegation to prepare for the annual OECD Asian SBO meetings and facilitating annual OECD visits to assist the GoTL monitor progress against the Roadmap and determine if adjustments are needed for future year work-plans
* Ad hoc projects for the FAS business

## Qualifications for financial adviser

* In charge of engagements in the field, planning, managing and executing Financial Reporting & Controlling engagements, efficiently and effectively
* Identifying and effectively dealing with risks
* Able to temporary support potential clients in developing, implementing and monitoring various functions and tools
* Certified Accountant or similar qualification is an important asset
* Minimum 3 years relevant audit (Big4 experience would be a real asset) or accounting in a medium size or multinational company (or a similar organization is a plus)
* Broad based industry experience in any industry