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# Example of Financial Analyst, Retail Job Description

Our innovative and growing company is looking to fill the role of financial analyst, retail. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for financial analyst, retail

* Leads or assists with special projects and meaningful report development
* Assist in the capital process by preparing capital request forms
* Prepare pro-forma’s for new stores and relocations
* Assist in the monthly capital expenditure forecast
* Assist in the preparation of financial plans, monthly forecasts and monthly financial reporting
* Develop into the role of being a dedicated analyst to the Outlet division
* Investigate general ledger entries to ensure proper coding and identify or reclass improper entries
* Review individual store P&L’s to assess profitability and identify expenses that can be reduced or eliminated
* Work with department heads to review contracts and identify expenses that can be rebid
* Prepare and distribute store financials to Regional Directors and District Managers on a monthly basis

## Qualifications for financial analyst, retail

* ECommerce experience is a highly preferred
* A Bachelor's Degree in Business, Accounting, Finance, or a combination of education and related experience equal to a degree and the required work experience is required
* 2 to 4 years' Financial Analyst or Accountant work experience is required
* Must be able to construct meaningful analysis with broad guidance
* A minimum of 6-8 years of related work experience as a Financial Analyst is required
* A Bachelor’s degree in Business, Accounting or Finance (Accounting or Finance is preferred) is required