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# Example of Financial / Cost Control Analyst Job Description

Our company is looking for a financial / cost control analyst. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for financial / cost control analyst

* Assist in the preparation and submittal of monthly IPMR CDRLs (Formats 1-7)
* Support the Integrated Baseline Review (IBR) including CAM interviews
* Assist in financial reporting including the development and tracking of long range plans (AOP), monthly outlooks, and variance explanations for all financial metrics including sales, margin, acquisitions, awards, and cash collection
* Assist in developing quarterly financial Estimate at Complete workbooks to determine IBCS program fee position
* Analyze unbilled costs and work to correct any accounting errors that cause unbilled costs to accumulate
* Bachelor’s degree with 6 years of related experience - OR - a Master' degree with 4 years of related experience

## Qualifications for financial / cost control analyst

* Strong PC skills required with high level Excel skills, specifically the ability to insert pivot tables, Vlookup, and conditional formatting)
* Successful cost / schedule control and management of a mixed portfolio of contract types under the JCREW contract, ensuring compliance to company policies and procedures and government cost control guidelines, while maximizing cost savings and profit
* Bachelor's degree in Business, Finance, Accounting, or related field with 10 years of related experience OR a Masters degree with 8 years of related experience
* The ability to obtain and maintain a US government Secret level security clearance is required
* Bachelor’s Degree in Finance, Business Administration, Economics, Accounting or related business discipline with a minimum of 6 years’ related experience - OR - a Master's degree as described above with 4 years related experience
* Support preparation of Earned Value Management (EVM) budgets, schedules, and ETC/EAC