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# Example of Financial Director Job Description

Our company is looking for a financial director. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for financial director

* Collaborate with VP, Chief Accounting Officer, EVP, Chief Financial Officer, and executives within each department to develop centralized reporting on departmental costs and key performance indicators
* Provide the Executive and Board with easy to follow clear, meaningful and timely financial information on a weekly, monthly, quarterly basis (including re-forecasts) and ensure the timely completion of annual accounts for, the external audit
* Develop a diverse workforce which is flexible and agile
* For one or two insurance subsidiaries, responsible for writing and/or coordinating the preparation of variance analysis on statutory statement results, which is used to compile the Statutory MD&A (Managements Discussion & Analysis) and other internal/external analysis, presentations on statutory results for senior officers and subsidiary board meetings
* Assist in the preparation of Company responses to letters from various State and other regulators asking about certain variances, within the Statutory Financial Statements
* Filing of two annual Form 10-K’s, two quarterly Form 10-Q’s two quarterly Form 8-K’s, and quarterly corporate earnings release (possible Form S1 filing)
* Filing of all legal entity bank reporting and analyst call information
* Provide timely advice regarding SEC reporting issues
* Assist in the preparation of various other SEC reports (ie
* Review/prepare Form 10-Qs, 10-Ks, 8-Ks, Proxy, XBRL and other SEC filings

## Qualifications for financial director

* Proficient in SAP, CPM, Microsoft Office Suites (Excel and Powerpoint)
* Requires a minimum of 10 years’ experience in financial & strategic planning, reporting & analysis, and decision support in the retail environment which includes at least 5 years in a senior financial leadership role
* Possesses advanced technical understanding of financial and strategic planning concepts and ability to drive related processes at the business division level
* Possesses superior business and financial acumen and ability to effectively influence and challenge key decision making including executive leadership
* Possesses ability to serve as a strategic thought partner contributing to meaningful improvements to Columbia’s financial performance and/or business proces
* Economic Analysis Concepts – NPV, IRR, Payback Period