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# Example of Financial Management Analyst Job Description

Our company is looking for a financial management analyst. 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 management analyst

* Develops and generates reports to fulfill various information requests received from firm leaders and other client service and administrative team members
* Surveys operations to ascertain accounting needs and to recommend, develop or maintain solutions to business and financial problems
* Lead IC royalties calculation, implementing financial models and scenario analysis based on the interpretation of contract terms, reporting impact to internal stakeholders
* Meet utilization/billable targets for their level and ability to work overtime on occasion
* Knowledge in GAAP / GAGAS / ICOFR policies
* Investigates/analyzes/updates labor forecasts accordingly
* Creation/preparation of annual budgets, projections, and quarterly reforecast targets
* Analyze historical operating performance and create financial models to forecast future earnings estimates
* Maintain/improve the operational database
* Assist with analysis and processes relating to the disposition of assets from the portfolio

## Qualifications for financial management analyst

* Demonstrated understanding of legal documents (i.e., loans) and basic banking transactions, general compliance knowledge and a solid knowledge of financial concepts, products and operations
* Excellent computer skills (Access, Excel, Word, SAP, Essbase, Outlook)
* Technical experience across desktop/mobile applications and ERP configuration/support preferred
* Thorough knowledge Sarbanes Oxley preferred
* 3 years of workers compensation claims experience
* Organizational skills and must be able to coordinate and prioritize task assignments