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# Example of Financial Management Specialist Job Description

Our innovative and growing company is looking to fill the role of financial management specialist. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for financial management specialist

* Performs financial administrative accounting related and analytical duties associated with annual appropriations such as Operations and Maintenance (0 & M),multi-year funds such as Research & Development funds, Family Housing Construction funds, Central Procurement funds, and revolving funds such as Working Capital funds
* Established positive control of and maintains accounting for appropriations and other funds to be assured of the availability of funds before incurring an obligation or payment
* Provides advice, assistance, and guidance to resource manager for tri-annual review of unliquidated obligations and related information
* Conducts analyses, reviews, and special studies of accounting and/or related information for assigned programs/organizations
* Manages the development, promulgation and monitoring of security cooperation program, procedures and special projects required to ensure that Security Cooperation Program operate in an effective and responsive manner throughout the DoD
* Provides oversight for the planning, programming, formulation, presentation, justification, accounting, financial reporting and execution of resource to support the world wide DSCA security cooperation and assistance missions
* Coordinates with DSCA HQ staff, and field operating activities and programs to ensure their respective issues are thoroughly identified, researched, vetted during the integrated program and budget cycle
* Advises on fiscal policy interpretation, precedents, and impact of changes on agency
* Identifies and communicates with leadership on the portfolio strategy, direction, optimization opportunities and required changes

## Qualifications for financial management specialist

* PeopleSoft General Ledger 9 Consultant Certified Expert
* Pre-requisite skill - Minimum of 7 years Financial Messaging experience
* Pre-requisite skill - Minimum of 7 years as a Service Operations Specialist/Client Services Manager
* Engage People
* Build the Franchise
* Knowledge of Investment Fund Industry and Securities Services industry