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# Example of Financial Operations Manager Job Description

Our innovative and growing company is searching for experienced candidates for the position of financial operations manager. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for financial operations manager

* Responsible for the review of monthly reconciliation of various vendor invoices related to credit bureaus, office services and mail services
* Manage the company’s $9 million escheats payable liability ensuring compliance with escheat laws for all 50 states
* Prepare ad-hoc financial and operational analysis
* Develop, in partnership with NYT advertising Finance leadership, comprehensive pricing and hard cost guidelines for standard programs
* Management of a team of approximately 60 Warsaw, Poland based employees
* Monitor the staff levels and provide feedback to management on the assigned Associate’s performance and expertise
* Analyze revenue and expense accounts for unusual items
* Recommend any necessary improvements to company's overall efficiencies
* Oversee Accounts Payable and Accounts Receivable functions
* Calculate Commissions and prepare commission statements

## Qualifications for financial operations manager

* High degree of customer and service orientation
* SAP experience including SAP treasury applications and FIS Treasury System in terms of usage and processes
* Ability to operate cross-functional and understanding of external business drivers
* Completion or current progression towards a relevant postgraduate study
* A minimum of five years experience in financial accounting within financial and/or professional services
* Experience in statutory reporting and/or the application of accounting standards in accordance with AASB & IFRS or tax reporting, specifically in income tax returns and trust distribution calculations