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# Example of Manager, Financial Systems Job Description

Our growing company is looking to fill the role of manager, financial systems. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for manager, financial systems

* Led the design of testing and training for new system, forecasting, and reporting
* Prepare and disseminate detailed work assignments of subordinates after obtaining approval by immediate manager
* Work with IT staff and Billing SMEs to develop the resolution of complex user /system issues/requests
* Participate as a lead member of the finance team on project related tasks while ensuring the completion of all day to day issues / requests are resolved in a timely manner
* Manage business requirements and user acceptance of system changes
* Manage the process to ensure all customization requirements are fully gathered and documented, and are properly designed and tested by IT staff
* Manage the process to ensure that process documents are effectively designed, and create any missing documentation as necessary
* Manage the process to ensure that all UAT testing scenarios are properly created and approved
* Oversee and ensure that all manuals for end user training are developed
* Ensure support to end-users and, where appropriate, that training is organized

## Qualifications for manager, financial systems

* At least 5 years of experience with Hyperion - Essbase, Planning, WFM, FDMEE
* Experience with global roll-outs of processes and experience in multi-time zone, multi-currency, multi-cultural environments
* Ability to comprehend and analyze financial statements, financial journals, reports, reconciliations, and other related documents
* Must have knowledge of project management approaches, tools and phases of the project lifecycle
* Must be able to use a computer with a high degree of proficiency (Word, Excel, PowerPoint, Visio)
* Must have full life cycle project management experience in software development environment