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# Example of Program Cost Control Analyst Job Description

Our company is growing rapidly and is looking for a program cost control analyst. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for program cost control analyst

* Bachelor’s Degree in Business/Finance/Technical field
* Bachelor's degree is required, will consider experience in lieu of degree, preferably in Finance or Accounting
* Ability to work in process driven environment and communicate requirements across diverse program team
* A Bachelor Degree with 10 of years’ business management work experience
* Working experience with cost, pricing, budgeting, forecasting and financial data
* Proficient at MS Office (Excel, Powerpoint)

## Qualifications for program cost control analyst

* Bachelor’s degree in Business, Finance and/or Accounting discipline preferred
* The willingness and ability to obtain and maintain a Top Secret Clearance is required
* Must have working knowledge of EVMS
* Must be proficient in all Microsoft Office programs, with extensive experience in Microsoft Excel and Project
* Must be able to obtain and hold a special access program clearance
* PMI Scheduling Certification