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# Example of Project Finance Analyst Job Description

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

## Responsibilities for project finance analyst

* Perform adhoc analysis and support preparation of communication material for senior management
* Assist with integration of on-line and face-to-face sales business in various distribution channels
* Write process mapping and respective manuals of sales accounting flows
* Test systems set-up of pre-defined accounting, VAT and customs
* Test systems output – forms, ensure compliance with pre-defined expected templates
* Assist with various workarounds till automated solution is in place
* Support administration of setting up treasury arrangements with new customers, banks, service providers
* Validate pre-designed controls over various sales processes
* Provide exceptional client service to private sector clients seeking financial assistance from state and local governments
* Research government incentives programs such as tax credits and grants for job creation and investment, property tax abatements, sales tax incentives, low interest financing options and tax increment financing

## Qualifications for project finance analyst

* Bachelor’s degree in Business, previous corporate finance/corporate lending/project finance and infrastructure lending experience is preferred
* Bachelor’s degree in Finance Accounting, or related field or equivalent experience and training
* Ability to effectively communicate in both writing and orally information to top management and external parties
* Demonstrates expert functional, technical and people and/or process management skills customer (external and internal) relationship skills
* Experience in a high-growth construction related company
* Experience in Solar and with working with international operations