



# Example of Corporate Planning Job Description

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Our company is growing rapidly and is looking for a corporate planning. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for corporate planning

- In-depth experience utilizing software tools (Excel, Tableau) to effectively present graphs, reports, and dashboards
- Manage and develop KTI unit budgeting and planning process
- Contribute to the development of the KTI Financial metrics and KPI's
- Create high quality, visual financial presentations with analytical focus on business performance
- Develop analysis methodologies to value R&D and IT investment proposals
- Manage a portfolio of projects that aim to develop financial planning and analysis tools and methods for KTI
- Investigating and updating metrics
- Reconciliation of various reporting
- Assisting with the implementation of Qlik project
- Other ad hoc projects that may arise

## Qualifications for corporate planning

- BA degree with an emphasis in analytical disciplines (Finance and/or Accounting) is preferred
- Minimum of 10 years business planning and financial management experience is required
- Minimum of 3 years in both corporate planning and division finance experience is preferred
- Minimum of 4 years supervisory or management experience is essential

- Strong oral and written communication skills are essential