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## **Example of Cost Management Job Description**

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Our company is growing rapidly and is looking to fill the role of cost management. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

### Responsibilities for cost management

- Responsible for analysis of T&O allocation methodologies and rates ensuring they are well understood by Platforms, Finance and T&O Stakeholders
- Identify, monitor, report and analyze key cost drivers, metrics and trends to provide proactive advice to T&O management, businesses and BU's on cost management opportunities and success in achieving cost reduction targets
- As a member of the Performance Management team, lead the Finance transformation initiatives and maintain a focus on continuous improvement
- Collaborate with T&O and Functions partners to design, develop and implement approaches to improve transparency of costs allocations proactively improve the reporting capability within T&O Finance and financial systems
- Support monthly cost and schedule reviews, identify pressures and opportunities and develop recover plans as required
- Responsible for Earned Value tools including Deltek MPM, wInsight Analytics and Microsoft Project
- Generate weekly and monthly reports and ad hoc reporting/analytical exercises
- Develop custom tools including working with the user community to identify, standardize and streamline best practices, development of new automated tools to facilitate Program Planning & Control activities
- Implement and deploy future software to replace and/or supplement tools in the current PP&C software suite

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## Qualifications for cost management

- Control warranty expenses by selecting targeted high warranty cost claims for review, analyze and payment approval or denial
- Define warranty training needs for dealership personnel
- Proven knowledge of automotive industry environment
- Understanding of Audi warranty systems with the ability to recommend improvements to reduce unnecessary warranty expenses
- High degree of team management
- Strong Dealership understanding