



# Example of Entry-Level Financial Analyst Job Description

Powered by [www.VelvetJobs.com](http://www.VelvetJobs.com)

Our innovative and growing company is looking for an entry-level financial analyst. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for entry-level financial analyst

- Analyze and report on financials and partner with Capital Managers to accurately track and report capital costs
- Partner with Capital Managers to provide support on supplemental reports and source files
- Create and maintain Process Flow / Playbook to outline capital accounting standards
- Participate on special projects and ad hoc financial requests
- Assist with engagement shutdown activities (prepare final bill to client, close job numbers)
- Provide investment data expertise to internal and external clients
- Ability to work with range of internal associates
- Collaborating with the CFM Lead and the Service Center team to confirm all Customer invoices get paid on time
- Supporting Delivery and/or Business Development Team with invoice questions/concerns
- Partnering with Delivery organization and with the CFM lead to ensure compliance with policies and internal controls, including but not limited to contract checklists and revenue recognition policies

## Qualifications for entry-level financial analyst

- Bachelor's degree or above in Finance, Accounting or Business-related field

results to leadership for decision support, plan reviews and operational reviews

- Process Improvement – Identify process improvement initiatives related to any planning, reporting or analytic process
- 1+ years experience with identifying sources of funding and setup of financial tracking documentation
- 1+ years experience in cost control-tracking of actuals and committed spend against the spending forecast
- Currently enrolled and pursuing degree in Finance or related field from an accredited university