



# Example of Financial Analytics Job Description

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Our growing company is looking to fill the role of financial analytics. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for financial analytics

- Provide decomposition of RWA and Leverage figures to assist Business Unit controllers in better understanding / managing their capital requirements
- Investigate and provide explanations for significant fluctuations in the Capital Markets business
- Provide monthly reporting and forecasting of Leverage and RWA balances by line of business
- Monitor ongoing initiatives and assist in implementing these initiatives
- Proactively recommend, develop and implement enhancements to improve productivity and analysis to increase the effectiveness of information provided
- Act as a liaison and a subject matter expert between the Risk Capital Groups, Performance Management and Business Unit controllers to ensure issues and initiatives are worked out in a timely and accurate fashion
- Supports financial modeling (discounted cash flow/net present value analysis) for generation development opportunities
- Provide analytical services to senior management that will drive key decisions related to eCommerce and Supply Chain through vigorous analytics and insightful reporting
- Develop and produce meaningful analysis that is actionable and responsive to the changing assumptions of the eCommerce financial model
- Support eCommerce financial planning, analysis, and reporting through preparation of business scorecards, forecasting and planning, and executive

## Qualifications for financial analytics

- Must be able to sit for extended period of time
- Must have four years or more experience with financial analysis and reporting within a law firm or service industry
- Strong working knowledge of Elite (or similar software), including the ability to run queries and generate ad hoc reports
- Superior customer service focus and a demonstrated ability to work in challenging and dynamic environment
- Proficiency with MS Word and PowerPoint software
- Ability to work outside of established business hours and adjust personal schedule to meet deadlines is required