



# Example of Financial Reporting Lead Analyst Job Description

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Our growing company is looking for a financial reporting lead analyst. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for financial reporting lead analyst

- Develop and enhance reporting capabilities for financial and operational performance
- Annual financial reporting activities including CMS bid filings, HCR Premium Development, RFP on financial Risk Adjustment projects, Employer Group Rate Renewals, financial audits, CMS Attestations, premium and member revenue budgets, Medical Loss Ratio reporting
- Produce reports to provide M&B discrepancies in the premium payments from CMS
- Lead in special project assignments for new initiatives related to revenue management and risk adjustment
- Fulfills Compliance Lead role for Department ensuring Compliance Department requirements are met
- Use appropriate tools to estimate accruals for Risk Adjustment, Part D payables/receivables (LICS, Reinsurance, Coverage Gap, Plan to Plan) and Cost Sharing for final reconciliation with CMS
- Act as Business / Technical lead for special projects defining business and testing requirements
- Collaborates with Manager in design of financial reports and dashboard metrics reporting
- Lead new query development, new report development, & analyzing of membership, financial, and statistical data
- Oversight of all data models/tools used for financial reporting for receipt and load of current data and validation for accuracy and completeness

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- Adapts positively to change and effectively copes with business demands
  - A Bachelor's degree in Accounting, related field, or equivalent combination of education and experience
  - Minimum of 4 years' related experience in financial statement preparation/consolidation/analysis
  - CSU experience is highly desirable
  - CPA certification is highly desirable
  - Working knowledge of GAAP and GAAS, and familiarity with GASB and/or FASB standards