



Example of Financial Reporting Senior Analyst Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of financial reporting senior analyst. 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 financial reporting senior analyst

- Perform current and historical data analysis and verifying that reporting is in accordance with contractual agreements
- Attend technical and conceptual training sessions and cross-divisional forums as needed
- Prepare, update and maintain presentations to senior management committee and the Board of Directors on a quarterly basis
- Create new consolidated reporting package spanning actuals, forecast and business metrics
- Matrix with Corporate Enterprise Reporting team to explore opportunities to use other new reporting technologies such as Oracle OBI and Tableau
- Streamline the reporting process and developing/enhancing monthly internal entity reporting
- Prepare financial schedules for utilization in the quarterly financial press releases
- Help prepare schedules and other supporting documentation for external financial reports
- Financial analysis supporting the Director of FP&A and CFO as required
- Journal entry preparation to assist with monthly close process

Qualifications for financial reporting senior analyst

- Must be a confident individual who is a quick learner and an independent self starter
- Experience with projects involving extensive planning, resource allocation, and process optimization a plus
- Computer savvy with clear demonstration of advanced Microsoft Excel skills
- Public or private audit and/or consulting experience preferred
- Cash flow/ budgeting experience preferred
- 3-5 years progressively challenging experience in Accounting or Finance