



# Example of FP & Analyst Job Description

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Our company is hiring for a FP & analyst. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for FP & analyst

- Prepare monthly pacing file and understand key variances to forecast
- Provide monthly UPUK Shipment data to the BVA
- Review weekly WMR schedule and communicate key trends / findings to Head of FP&A and FD
- Preparation of Monthly Dashboard submission and crib notes describing key market trends and financial performance variances
- Provide weekly/monthly reports
- Forecasting for the next month
- Help drive continuous performance improvements for the business
- Work collaboratively with senior management to ensure effective analytical decision making for the business
- Ad hoc analysis throughout year as required by senior management
- ECommerce (full P&L)

## Qualifications for FP & analyst

- Oldentification of risks and opps and timely communication to manager
- OLiaison with controllership team to discuss variances
- OEnsure all systems available are used to best effect by the team
- Scenario Planning & Modelling
- OSensitivity analysis and scenario planning as required
- Build relationships with marketing and sales to ensure accurate forecasts for product lines