



# Example of Revenue Director Job Description

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Our growing company is looking for a revenue director. 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 revenue director

- Technical analysis over partnership contracts in order to determine the appropriate revenue recognition
- Contributing to build-up of Revenue Management excellence across the Organization
- Overseeing multiple initiatives to direct and improve System revenue cycle operations that favorably impact accounts receivables
- Monthly reconciliations of revenues and related accounts receivable accounts
- Working with the Business Development Department in obtaining updated carrier related information and ensuring timely quarterly distribution billings and related Accounts Receivable collections
- Accurate calculation and distribution of cost of sales expenditures to include, but not limited to, commissions, premium, software and credit card expenditures
- Reviewing, analyzing, and reconciling account balances and communicating with Internal and External Entities of varying levels to ensure that desired results are achieved
- All grant-related budgeting and reporting related activities
- Creating grant budgets that will be incorporated in Development's grant package
- Enhancing or create system to track and report on grant related expenses

## Qualifications for revenue director

- 10 years professional services experience across areas like the Big 4 (within Financial Accountant Advisory) or Consultancy firms? You will also be considered if you had prior exposure to the Big 4 and moved into an industry setting that provided you with strong exposure to Revenue Recognition
- Perform various special/ad hoc projects and inquiries, such as over the area of leases and business combinations
- At least five years of progressive experience in a hotel or a related field required
- In-Depth knowledge of all industry reports such as STR, Hotelligence, Market Vision
- 3-5 years of Revenue Management experience, preferably in luxury or upscale segments
- Sound knowledge in Revenue Management and Reservations