



FP&A Manager

Job Purpose: Reporting directly to the VP Finance, the FP&A Manager will be responsible for all financial budgeting and forecasting as well as preparation of business plans. This position is expected to form business partner relationships with other department heads and assist in their planning efforts.

Key Results Area:

- Manage the budgeting and forecasting process
- Develop financial models to support business initiatives
- Model and analyze performance metrics, balance sheet fluctuations and opex spend
- Assists in month end and quarterly reporting
- Prepare quarterly and annual cash flow projections
- Take the lead on the review of the Budget verses Actual fluctuations
- Prepare presentations and deliver to Senior Management
- Research and install budgeting tools/systems

Critical Competencies:

- Communication is a focal point as this position works closely with other member of the Finance department and various business leaders/process owners.
- Strong working knowledge of Microsoft Office necessary, especially Excel, Word and PowerPoint

Behavioral and Interpersonal:

- Ability to positively and comfortably handle and prioritize multiple tasks in a fast-paced environment with focused attention to detail
- Excellent English written and oral presentation skills and ability to tailor messaging to various levels
- Can work independently to solve problems in an organized and thoughtful way
- Detail driven
- Handles confidential financial information appropriately
- Self-motivated positive team player

Supervisory Responsibility: None

Education and Experience Requirements:

- Bachelor's Degree in Accounting or Finance with 5+ years in FP&A



- Strong financial modeling and analytical skills