

## **Financial**

# Planning Analyst

# **Department: Finance**



#### Role

- prepare financial reports by collecting, formatting, analyzing, and explaining information
- develop annual budgets, quarterly forecasts, and 3-year strategic plans in conjunction with managers in company's analytics and enter the numbers into company's planning system; follow the Group budgeting requirements
- evaluates optional plans by identifying outcomes and potential returns
- values assets by appraising current condition; assessing potential
- recommends financial actions by assessing options in relation to organization
- liaise with internal stakeholders for data collection and validation
- protects operations by keeping financial information confidential
- maintains technical knowledge by attending educational workshops; reviewing publications
- contributes to team effort by accomplishing related results as needed



## Requirements

- undergraduate degree in Finance, Accounting or Economics
- strong communication, analytical and data organization/interpretation skills
- attention to detail and accuracy is required
- superior skills with Microsoft Office applications (Excel, Power Point, Word, Outlook)
- reporting skills, informing others, risktaking, database design, strategic planning, forecasting, financial diagnosis, financial software analyzing information, statistical analysis, Financial Planning and strategy

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