Job Title:	Finance Manager	
Position Type :	[i.e.: full-time, part-time, contract, other]	

# **Job Description**

## Job Purpose:

Provides financial decision-making information by gathering and analyzing financial information; developing projections and alternatives.

Once you have edited your job description, you can post the job on \_\_\_

#### **Duties:**

- Prepares one-, three-, and five-year financial plans by collecting historical data; developing and estimating trends; preparing assumptions; examining management plans; developing projections.
- Determines optimum buy-sell-hold position by forecasting returns, expenses, taxes.
- Projects financial return by analyzing risks and opportunities in new ventures.
- Improves debt structure by developing refinancing options.

Company:

- Improves financial management and control by evaluating and redesigning financial systems.
- Updates job knowledge by studying new regulations; participating in educational opportunities; reading professional publications; maintaining personal networks.
- Accomplishes finance and organization mission by completing related results as needed.

### **Skills/Qualifications:**

Financial Planning and Strategy, Reporting Skills, Informing Others, Strategic Planning, Forecasting, Corporate Finance, Financial Diagnosis, Analyzing Information, Statistical Analysis, Process Improvement

## Interested Candidates should submit a completed resume and cover letter to:

<Contact Name>; <Email address>, <Company Address>

[NOTE: To post your job on [company URL], copy this description and click here [company URL]. You can log in to an existing account or provide your e-mail address if you are a new user. Select the zip code where the job is located, and then paste the job description into the online wizard. Then simply complete the required information and check out.]