

**JOB TITLE:**           **Manager, Financial Planning & Analysis**  
**WAGE RANGE:**       TBD  
**DEPARTMENT:**      Finance / Accounting  
**REPORTS TO:**        Corporate Controller, Bill Becker

**Job Summary:**

Responsible for supporting the Corporate Controller with preparation of budgets, forecasts, monthly reporting, financial and operational analyses as required.

**Deliverables:**

Development, maintain and update of monthly variance reports, management & board and other standard reports. Investigation of and reporting on accounting variances. Develop, maintain and update budget and forecast files. Robust financial analyses as requested by management.

**Job Duties:**

- Develop and coordinate the annual budget and periodic forecast processes
- Prepare monthly management, Board of Directors and other standard reporting packages, including variance analysis and explanations
- Coordinate with Sales and Operations on the development of new products and related costing and targeted sales pricing
- Weekly reporting of operational analytics including labor and overhead absorption
- Analyze production variances and job costing
- Quarterly NRV Reserve analysis with Operations and Sales
- Update standard inventory costs as needed
- Manage the cycle count program and related reporting
- Other Ad-Hoc projects as assigned.

**Education and Qualifications**

- 4-year degree in accounting or finance, along with 2+ years of appropriate experience in public accounting and/or a manufacturing company preferred.
- Must have strong MS Excel skills and experience modeling financial statements
- Able to prioritize the work in multi-tasking environment.
- Able to meet tight deadlines and follow up on commitments.
- Excellent communication skills to effectively communicate to a diverse audience.
- Solid decision-making skills and ability to exercise independent judgment.
- Experience with, or aptitude to learn, ERP systems

*This position is being posted **internally and externally**. Interested internal parties are to submit their interest for this position in writing in the appropriate **Bid Box** no later than **Wednesday March 3, 2021 at 8:00am**. **Internal candidates that bid will be required to submit a resume detailing their educational and work experience qualifications.***