**Financial Planning & Analysis Expert**

**Job Summary/Position Overview:**

Join a growing team at a company named one the Houston Chronicle’s Top Workplaces!

As an FP&A expert, you will report to the finance director (CFO) with direct reports.

Your responsibilities will include providing financial insights and projections to the accounting team. You will provide reliable data and analysis for decision-making and planning. You will prepare accurate monthly financial reports, identify action items, and effectively frame decisions that need to be made.

**Job Responsibilities:**

* Provide FP&A finance support to the accounting teams regarding productivity, demand planning, reporting, and financial metrics.
* Prepare budgets and forecasts, variance analyses, long-term planning, risk/opportunity assessments, and periodic/ad hoc reporting.
* Work on corporate projects and initiatives that impact the entire organization.
* Partner with the accounting team during the close process, which includes reviewing departmental general ledgers, recording transactional activity, preparing revenue and expense accruals, and providing P&L and variance explanations to budget and forecasts.
* Identify areas for revenue opportunities and cost improvements.
* Serve as Finance liaison to departments by working closely with them in understanding their business, supporting their initiatives, and general financial inquiries.
* Identify and research variances regarding forecast, budget, and prior year expenses.
* Assist in automating the consolidated reporting process.
* Conduct necessary account and system reconciliations.
* Review financial reports, presentations, and other management reporting needs.
* Ad hoc business reporting and analysis as needed.
* Additional responsibilities as assigned.

**Preferred Qualifications:**

* Bachelor’s degree required
* MBA or Master in Finance preferred
* Minimum 3 years of experience in a senior role, 5+ years of FP&A experience required.
* Deep knowledge of accounting/financial/operational principles
* Interpersonal and communication skills with the ability to interact with various management levels.
* High level of commitment to quality work product and organizational ethics, integrity, and compliance
* Comfortable navigating through gray areas without clear solutions
* Superior attention to detail and ability to successfully manage multiple competing priorities while maintaining a view of the big picture.
* Strong Excel skills
* Detail-oriented with the ability to multi-task and meet deadlines with minimal supervision.
* Self-starter with good time management skills when urgent deadlines need to be met.

**Other Details:**

* Full time position - some overtime expected.
* Compensation: salary depending on experience
* Location: Houston, TX – Willowbrook/Cypress area