**GoTriangle Job Description**

Classification Title: Senior Financial Analyst

Pay Grade: 22 - $54,319 - $101,567

FLSA Status: Exempt

Department: Finance and Administration

Supervisor: Budget & Finance Manager

**GENERAL STATEMENT OF JOB DUTIES**

This position is responsible for overseeing, planning, and implementing a variety of financial activities including budgeting, forecasting, financial reporting, and assist in GoTriangle's long-term financial planning. This position will support the assessment and financial sustainability of multibillion-dollar transit plans and the collaborative process of aligning strategic objectives with financial capacity.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

* Coordinate the development of the financial components of the transit plans.
* Provide oversight of the Transit Plan Amendment, Reimbursement and Reporting Process.
* Manage GoTriangle's financial model and developing scenarios.
* Identify financial risks and developing strategies to solve funding challenges.
* Coordinate financial plan submittals for the Federal and Local Administrations.
* Develop financial documents for the annual Transit Work Plan.
* Create quarterly financial reports to help evaluate current projects.
* Monitor performance of the transit plan budget(s), performing revenue forecasts, identifying areas of risk or variance, and recommending actions for mitigation.
* Prepare and deliver financial presentations to a range of audiences including rating agencies, local government boards and key stakeholders.
* Other duties as assigned.

**MINIMUM QUALIFICATIONS AND REQUIREMENTS**

* Bachelor’s degree or a higher attainment in Business, Accounting, Economics, Finance or similar field. A Master’s degree is preferred.
* Five years related experience to include the use of financial models for forecasting, budgeting and planning.
* Debt or grant reporting compliance experience preferred.
* Proven track record of analytical skills, critical thinking skills, and problem solving.
* Experience in using mathematical models for analysis and forecasting is required.
* Strong oral and written communication skills, including the visual depiction of complex ideas.
* Strong presentation skills.
* Expertise with MS Excel and MS PowerPoint.
* Knowledge of ERP systems, including Dynamics 365, is preferred.

An equivalent combination of related education and experience may be substituted for the above stated minimums excluding High School Diploma, GED, Licenses, or Certifications.

Working Conditions:

Works in an office environment where there is minimum exposure to dust, noise, or extreme temperatures. May be moderately exposed to unpleasant working conditions to include dust, noise, temperature, weather, petroleum products, and chemicals while visiting operating facilities, during which the incumbent should observe all policies and procedures, safety precautions and regulations, and use all protective clothing and devices provided.

Physical Requirements:

Sedentary Work: Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. Sedentary work involves sitting most of the time. Walking and standing are required only occasionally.

EEO Statement:

GoTriangle is an equal opportunity employer. We are committed to providing equal opportunity and will not discriminate in terms and conditions of employment and employment practices. Decisions are made without regard to race, color, national origin, age, disability, pregnancy, genetic information, gender, sexual orientation, gender identity, marital status, creed, religion, protected veteran and military status or other applicable legally protected characteristics.

Accommodations:

GoTriangle is firmly committed to a policy of nondiscrimination in employment and to a program of achieving total equality of opportunity for all applicants. If you require reasonable accommodation because of a disability for any part of the application or hiring process, please contact 919-485-7448. Please indicate the specific assistance needed.