



Financial Analyst (Sales Support)

Reports to: Accounting Manager

Department: Finance

Classification: Exempt

Last Updated: 01/15/2020

Job Summary:

The Financial Analyst (Sales Support) is the primary partner with Sales with responsibility for all forecast, analysis and reporting activities. The position also performs key month end and periodic close duties as part of the core accounting team. The newly created role will help support the company's growth while enhancing current processes.

Essential Sales Support Functions:

- Collaborates with Sales, Finance, Marketing and Operations to ensure the accuracy and integrity of all sales related data flowing through the Sales Department
- Revises the sales forecast monthly, with direction provided by Director of Sales
- Acts as primary liaison with Operations in development and maintenance of the demand forecast as integral member of the Sales & Operations Planning Team
- Prepares and delivers monthly forecast presentation to the Executive Leadership
- Manages all sales reporting, ensuring timely and accurate information while bringing forward insights and recommendations to drive improvements
- Develops metrics and reports to monitor sales performance and analyze trends
- Prepares sales analysis and reporting for annual Strategic Planning meetings, Board of Directors meetings, and development of annual sales forecast for the budget
- Manages pricing changes ensuring pricing accuracy and updating of pricing sheets
- Develops and maintains dashboard reports that track performance on key AOP initiatives
- Develops strong understanding of King Technology industry, product line, and customers

Essential Core Finance Functions:

- Processes Rep commission reports monthly and reconciles the accrual balance
- Establishes and maintains customer credit limits under direction of Manager
- Assists in balancing general ledger records for all balance sheet accounts
- Analyzes current accounting processes and procedures to maximize efficiency and effectiveness
- Updates internal control documentation for support all functions of job responsibilities
- Support internal business partners with ad hoc reporting and training on finance policies
- Compiles specified monthly closings and annual reports



Financial Analyst (Sales Support)

Essential Job Qualifications:

- BA or equivalent experience
- Minimum of 2 years' experience in analyst or accounting role, preferably in support of sales operations
- Experience with SQL, Power BI, and CRM software is a plus
- Proficient in Excel and PowerPoint
- Ability to operate in a highly focused, entrepreneurial environment with expectation to challenge and influence business decisions based on data driven analytics
- Must be a self-starter who thrives on taking ownership over their work and responsibilities
- Outstanding interpersonal and communication skills
- Detail oriented with strong analytic and problem-solving abilities
- Collaborative team player
- Proven record to meet critical deadlines and handle a diverse workload