

Financial Planning and Analysis Management: Associate Manager, Financial Planning & Analysis

Participates in the preparation of budgets and schedules for all contract work and performs and/or assists in financial analyses such as funding profiles, sales outlook, and variance analysis. Performs analyses and prepares reports in order to ensure that contracts are within negotiated and agreed-upon parameters and government cost control guidelines. Ensures adequate funding availability by maintaining accurate records of expenditures, directing preparation of expenditure projections, and submitting timely requests for additional funding to the government. Incorporates contractual changes into control systems by staying aware of outstanding work against each contract in order to maintain realistic contract cost and schedule baselines. Participates in the control of costs and schedules on contracts requiring validated cost schedule control system. Prepares the pricing information for government and commercial estimates and proposals.

Management Role

Accomplishes results through lower level subordinate supervisors or through experienced exempt employees who exercise significant latitude and independence in their assignments.

Policy and Strategy

Administers and executes policies, processes, and procedures that affect subordinate employees and the workflow of the work area.

Freedom to Act

Assignments are task or activity oriented. Work is reviewed for soundness of judgment and overall quality and efficiency.

Impact

Decisions impact work area operations. Erroneous decisions or recommendations or failure to achieve results might cause delays in schedules and require the allocation of more people and financial resources.

Liaison

Interacts internally primarily with subordinates and other supervisors. External interaction is typically with suppliers, vendors and/or customers. Primary purpose of liaison is information sharing and basic problem resolution.

Minimum Education and Experience

Bachelor's Degree in Finance, Business or related field and 7+ years of diverse professional experience in all areas of Finance which may include 3+ years supervisory responsibilities.