

# Program Financial Analysis Management: Manager, Program Financial Analysis

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Sets up cost control system, monitors and controls costs and schedules on contracts requiring validated cost schedule control system. Performs analyses and prepares reports in order to ensure that contracts are within negotiated and agreed-upon parameters and government cost control guidelines. Prepares budgets and schedules for contract work and performs and/or assists in financial analyses such as funding profiles, sales outlook, and variance analysis. Prepares program plans to ensure program requirements and statement of work are captured and scheduled. Performs schedule risk assessments to identify and mitigate program cost and scheduling risks. 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.

## **Management Role**

Accomplishes results through subordinate supervisors, or exempt specialist employees.

## **Policy and Strategy**

Interprets and administers policies, processes, and procedures that may affect sections and subordinate work areas.

## **Freedom to Act**

Assignments are defined in terms of activities and objectives. Work is reviewed upon completion for adequacy in meeting objectives.

## **Impact**

Decisions have an impact on work processes and outcomes. Erroneous decisions or recommendations or failure to complete assignments normally result in serious delays and considerable expenditure of additional time, human resources and funds.

## **Liaison**

Interacts frequently with internal personnel and outside representatives at various levels. Participates and presents at meetings with internal and external representatives. Interaction typically concerns resolution of operational and scheduling issues.

## **Minimum Education and Experience**

Bachelor's Degree in Finance, Business or related field and 10+ years of diverse professional experience in all areas of Finance, which may include 5+ years managing respective area.