



## Role Profile

---

<b>Role Title:</b>	<b>Sr. Financial Analyst</b>
<b>Reports To:</b>	<b>R&amp;D Finance Manager</b>
<b>Position Location:</b>	<b>Waunakee, WI</b>
<b>Pay Grade:</b>	<b>TBD</b>
<b>Work Level:</b>	<b>1</b>
<b>Exemption Status:</b>	<b>Exempt</b>

**Overall Responsibilities:** This is an exciting position to support the growing Research and Development organization. Overall responsibilities include business partnering through budgeting, forecasting, and financial analysis. Key responsibilities include managing functional forecasts and budgeting cycles, month end variance analysis, month end accruals, and report writing through Power BI. This position will assist in the creation and enhancement of processes, support the rollout of new processes, and identify areas of improvement needed to enhance the efficiency of the finance team.

### **Specific accountabilities:**

- Provide business partnering, analytical guidance, forecasting and budgeting, and month end close support for the Research and Development teams. Duties to include,
  - Partner as primary financial advisor with budget owners to drive research and development functional planning
  - A business liaison between Shared Service Controlling\Accounting, Finance, and business partners to ensure all contracts above materiality threshold are correctly accounted for under IFRS standards with proper balance sheet classification at month end, requisitions are correctly coded, and analytical review of income statement is completed prior to close
  - Perform monthly and quarterly reporting within required deadlines to functions
- Provide Finance Manager with timely, accurate, and useful information to help manage the organization
  - Demonstrate a passion for establishing and improving existing financial processes
  - Financial reporting is completed accurately and within specified deadlines
  - Work directly with employees at all levels from whom information is required or to whom information must be provided to ensure timely and accurate information is delivered
  - Collaborate with Group Finance and Shared Service Controlling\Accounting to ensure the needs of the business are met
  - Independently identify opportunities for cost savings initiates and develop cost benefit analyses to drive spending and investment decisions

- Ensure reporting environments meet the needs of the Research and Development organization
  - Builds and updates existing reporting in Power BI as needed with limited guidance
  - Shows a thorough understanding of data fields, the relationships between one another, and how hierarchies are used to build graphics and provide drilldown capability to answer business questions
  - Provide input on IT projects and priorities related to BI and Cognos TM1
  - Provide trouble-shooting assistance and process coordination to other FP&A team members
  
- Has a service orientated mindset and remains professional at all times. Continuously develops new skills and assumes greater responsibility within the department and organization
  - Maintain professional verbal and written communications with co-workers, internal and external customers, and vendors at all time
  - Must be comfortable with an organization going through changes to both processes and systems
  - Be flexible with respect to job responsibilities and consistently strive to be an effective team member
  - Strive to advance your skills and display a willingness to accept future development
  - Actively participate in IntelliGen training opportunities to further develop skills applicable to the department
  - Gain a thorough understanding of IntelliGen business and the department's role within the company

**Qualifications and experience:**

- Bachelor degree in Accounting or Finance.
- Minimum 5-7 years of Financial Planning & Analysis experience.
- Proficient in Microsoft Excel, Microsoft Word; familiar with Accounting/ERP software.
- Exposure to report writing in Cognos TM1 and Power BI reporting
- Ability to work as a lead member of a team; thorough understanding of accounting theory and IFRS / GAAP
- Proven experience related to the collection, assimilation and presentation of data used to evaluate and explain business models, solutions
- Business partner to supporting functional areas
- CPA or CMA preferred but not required

**Capabilities and behaviors:**

- Continuous improvement mindset is a must!
- Lives and displays the Genus Values and behaviors at all times in their day to day ways of working
- Maintain professional verbal and written communications with co-workers, internal and external customers, and vendors at all times



- Be flexible with respect to job responsibilities and consistently strive to be an effective team member
- Strive to advance your skills and display a willingness to accept future development
- Actively participate in Company training opportunities to further develop skills applicable to the department
- Gain a thorough understanding of the Company's business and the department's role within the company