



## Role Profile

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**Role Title:** R&D Program Finance Manager

**Reports To:** Director of Finance  
R&D

**Position Location:** DeForest, WI

**Pay Grade:**

**Exemption Status:** Exempt

**Overall Responsibilities:** This position is responsible for providing ongoing support, reporting, and strategic analysis, including ad-hoc analysis, to inform critical business decisions for continuing and new R&D projects. A person in this position will lead R&D forecasting, annual budgeting, and long-range planning processes.

### Specific Accountabilities:

#### Business Partnering:

- Continually refine financial and analytical models to forecast operating results.
- Work with leadership teams to suggest ways to prioritize spending to within target and lead valuation of R&D projects.
- Implement reporting process/tools and prepare monthly/quarterly/annual reporting packages, report on critical variances vs budget and prior year
- Manage special projects as required, including ad-hoc planning and analysis, corporate financial reporting requests, and budget and forecast requests.
- Provide Financial Planning & Analysis (FP&A) and decision support analytics, including the strategic plan, annual budget, and quarterly forecasts.

#### Month End:

- Prepare any month-end accruals to accounting department and provide monthly variance analysis commentary to Senior leaders, Corporate, and individual cost center managers.
- Review and provide monthly variance for profit and loss and cash flow variances.
- Create and develop effective business analysis and measurement reports

#### Management:

- Management of consolidated R&D spend, cash flow movements, and headcount reconciliation
- Provide insights and updates to R&D finance director on opportunities and risks developing in the business
- Identify areas of opportunities for process improvement and efficiency and recommendation for implementation
- Oversee and develop staff to facilitate reporting process/tools and prepare monthly/quarterly/annual forecasts and budgets, and month-end reviews.

**Technical:**

- Demonstrate a thorough and accurate understanding of accounting theory and financial practices via effective analysis and accurate reporting of all financial information
- Perform all accounting and financial reporting in accordance with Generally Accepted Accounting Principles (GAAP)
- Make effective use of computer technology, software, and in-house applications to automate processes when possible, thus maximizing department efficiency
- Demonstrate a thorough and accurate understanding of key account financial analysis and impact on the organization on all financials statements (Balance sheet, cash flow, and income statement)

**Qualifications and Experience:**

- BA Required in Finance or Accounting; MBA, CPA or CMA preferred
- Strong organizational skills and able to multitask through a very dynamic environment
- Minimum of 8-10 years of Financial Planning & Analysis experience working directly within start up or research organizations preferred, not required
- Ability to build effective relationships and influence with a variety of stakeholders
- Flexible and motivated individual able to work in a fluid environment with matrix reporting structure
- Proven experience related to the collection, assimilation and presentation of data used to evaluate and explain business models and solutions
- Proficient in Excel
- Experience using Reporting/Forecasting and BI tool packages such as TM1 and Power BI

**Capabilities and behaviors:**

- Lives and displays the Genus ABS 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.