

Financial Analyst

The University of South Dakota Foundation is seeking a Financial Analyst. The Financial Analyst will be responsible for leading the financial planning, forecasting, reporting, and analysis across the University of South Dakota Foundation. This position will play a key role in developing financial reporting to support departmental success across the organization.

Responsibilities

- Perform monthly forecasting activities. Update planning system based on changes in the operating and financial plan. Analyze and interpret financial results and forecasts. Review material variances. Prepare commentary providing accurate and timely information on progress.
- Assist with the budgeting process. Work with assigned groups to compile and prepare various scenarios and analysis.
- Update various financial and operational reports, such as Board reports, departmental operating reports, Foundation financial statements, etc.
- Create financial and operational analysis for new initiatives.
- May work directly with senior management on specialized financial analyses and projects.
- Independently develop new reports and revisions/enhancements to existing reports to improve transparency and understanding of financial information by a variety of internal and external stakeholders, including, the President and executive staff, members of the Board of Trustees, senior administrators, and other key personnel.
- Prepares and records asset, liability, revenue, and expenses into the accounting system ensuring proper application of generally accepted accounting principles (GAAP).
- Reconcile account balances and provide analysis and commentary as needed.
- Prepare feedback, analysis and recommendations for accounting issues as needed. Tests financial data for accuracy and integrity.
- Prepare material for financial review and tax return(s) and provide support for footnotes and disclosures.

Qualifications

- Bachelor's degree in Accounting, Finance, Economics, or Business. MBA, CPA, or CMA preferred.
- 3+ years of prior experience performing financial analysis and/or accounting transactions.
- Proficiency in use of MS Office suite. Strong Excel skills (Pivot tables, Vlookups, Advance Lookup, etc.).
- Experience with general ledger and financial planning & reporting applications.
- Able to communicate financial and accounting concepts.
- Excellent written and verbal communication skills.
- Able to work individually and in a team.

- Strong problem solving and analytical skills.
- Ability to handle confidential information in a professional manner.
- Must submit a background release form and demonstrate proof of being free from disqualifying information.

Company offers:

- Competitive salary
- Health Insurance
- Life insurance
- Disability insurance
- 403b matching
- Paid vacation

The University of South Dakota Foundation has come a very long way since its humble origin in 1922, providing increasing resources for the development of South Dakota's flagship university. Since the turn of the 21st Century, the Foundation has been a major player in more than \$250 million of campus improvements and millions more for student aid, faculty support, and other operating needs.

The mission of the University of South Dakota Foundation is to inspire investment in the University of South Dakota by promoting a culture of leadership, empowerment, and accountability. Our team members are passionate about servant leadership, innovation, and collaboration. We are constantly striving to improve ourselves in an effort to better support the University of South Dakota. If you are a leader who thrives in a data-driven environment, you might be the right fit for this position.

All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, sexual orientation, gender identity, national origin, citizenship, age, disability, veteran status, genetic information, marital status or other protected status.

Submit cover letter and resume to Joe Hoose at careers@usdfoundation.org