Job Title: Financial Analyst  
Reports To: President, BSG

FSLA Status: Exempt  
Date Updated: 01/15/2016

Work Location: TDX Corporate Office  
Companies Supported: All TDX Companies

JOB SUMMARY
The Financial Analyst is the financial expert for BSG, reporting directly to the President, with additional reporting to the Director of Finance and providing support for other TDX companies as needed. The focus is on strategic planning, budgeting, analysis, reporting & business cases.

ESSENTIAL FUNCTIONS

• Drive and coordinate annual budgeting, quarterly forecasting and monthly and weekly reporting processes to deliver predictable financial results, early warning of potential gaps and timely identification and implementation of corrective action.
• Prepare cash forecasting reports for short/long term planning purposes, based on information provided by Company Controller and CFO, for company President.
• Help Establish Provisional Indirect Cost Rates and Projected Overhead Pools for Power, working closely with the Controllers.
• Review monthly or quarterly ETCs/WIP to assist in variance analysis & provide Presidents information on jobs that are in trouble, working closely with the division specific controllers.
• Overhead monitoring, analysis and cost containment, working closely with the Presidents and the division specific controllers.
• Partner with Group and/or Division Directors in operational departments to assist in understanding key drivers and influence business decisions to improve revenue growth and profitability.
• Report, analyze, and monitor trends of key operational and financial performance indicators.
• Develop financial models and analyses to support strategic initiatives.
• Communication of key financial and performance metrics, strategic plan and process improvements to management team and employees.
• Contribute to presentations to Senior Management Team and the Board of Directors.
• Conduct business cases and ROI analysis for new projects, capital investments & new acquisitions, working closely with the Presidents and the CFO.
• Other duties may be assigned to meet business needs.

QUALIFICATIONS

• Bachelor's degree — in Accounting, Finance, Economics or Business. Master's Degree preferred. 2:1 experience for specified degrees may be substituted.
• Minimum of two years’ experience in Accounting or finance.
• At least 3 years’ experience in an analyst position.
• Excellent financial accounting analysis capabilities.
• Required knowledge and expertise in Government Contracting, with specific knowledge of DCAA and FAR requirements.
• Strong problem solving and analytical skills required.
• Strong ability to communicate and present complex financial matters in simple, understandable terms.
• Ability to present complex financial data in a concise and professional manner, tailored to the audience.
• Proficient knowledge of MS Office and accounting software, with Expert ability in MS Excel.
• Ability to work in a multi company environment with diverse lines of business.

COMPETENCIES

To perform the job successfully, an individual should demonstrate the following competencies to perform the essential functions of this position.

• High level of integrity, strong work ethic, good judgment.
• Committed to achieving results under demanding deadlines.
• Strong analytical skills and problem solving skills; synthesize complex or diverse information.
• Ability to identify and resolve problems in a timely manner; gathers and analyzes information skillfully.
• Excellent communication (verbal, written) and interpersonal skills. Demonstrates strong group presentation skills and conducts productive meetings.
• Comfortable delegating work assignments; gives authority to work independently, sets expectations and monitors delegated activities.
• Strong planning and organizational skills; ability to prioritizes and plans work activities, uses time efficiently and develops realistic actions plans.
• Inspires and motivates others to perform well, accepts feedback from others.

Note
This job description in no way states or implies that these are the only duties to be performed by this employee. He or she will be required to follow any other instructions and to perform any other duties requested by his or her supervisor. The statements herein are intended to describe the general nature and level of work being performed by the employee in this position. They are not to be constructed as an exhaustive list of responsibilities, duties, and skills required of a person in this position. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of Bering Sea Environmental, LLC.

Bering Sea Environmental, LLC. is an Equal Employment Opportunity employer with an Alaska Native Shareholder Hiring Preference (PL93-638). We do not discriminate based on race, color, religion, gender, age, national origin, citizenship status, sexual orientation, disability or status as a disabled veteran or veteran of the Vietnam era.

Please submit an application/Resume by email to HR@TDXCorp.com, by fax to 907-278-2316 or in person to Bering Sea Environmental, LLC. 615 E. 82nd Ave., Suite 200, Anchorage, AK 99518. All applications must be received by COB 29 JAN 2016.

Bering Sea Environmental – www.bsev.com

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