

# Financial Analyst

Posted: February 6, 2025

Full Time

Location: Saint Michaels, Arizona

Job Details - Closing Date: Open Until Filled

**\*\*Applicant must have a valid, unrestricted insurable Driver's License\*\***

**\*\*Application, Resume, and References are required\*\***

## ESSENTIAL DUTIES, FUNCTIONS & RESPONSIBILITIES

- Maintain Confidentiality.
- Support the month end close process and reconciliation of Balance Sheet accounts.
- Assist in development, maintaining, and improving financial models across various ERPs to support planning, budgeting and forecasting
- Assist in the creation and manage interactive dashboards for various ERPs to visualize oil and gas data.
- Assist with debt covenant calculations.
- Develop relationships with business unit teams, implement new processes, and drive continuous improvement.
- Design, develop and/or maintain financial, budgetary, regulatory, statistical and other management reports. Lead or participate in the design and development of new reports, using Query,
- Prepare monthly revenue trend, lease operating reports, workover analysis and provide insights on variance issues.
- Support operations in tracking and reporting capital costs through authorization of expenditures, budget vs actuals including the COIs.
- Collaborate with accounting team members to ensure consistency and accuracy in financial reporting and analysis.
- Assist in the preparation of written reports, presentation slide decks and a summary of the analysis for presentation.
- Data collection and analysis include revenue, expenses, costs, prices, investments, cash flow, profits and interest rates.
- Research, review or propose accounting treatment for complex transactions by applying generally accepted accounting principles, FERC regulations, and company accounting policies.
- Interpret changes in accounting rules and determine the impact on company policies and/or practices.
- May assist with coaching, advising, or training accounting staff.
- Assist with monthly hedge activity.
- Other duties as required.

## MINIMUM MANDATORY QUALIFICATIONS

Experience:

- Minimum of 5 years of accounting responsibilities with demonstrated progressive responsibilities; or a combination of experience and education equivalent up to 10 years direct work experience with continuing education.

Education:

- A bachelor's degree in accounting, finance or related field is preferred plus 5 years of direct work experience. The degree earned must be from an accredited college or university.
- Master's Degree a plus, or Certified Management Accountant or Chartered Financial Analyst
- Experience in data management using SQL, Query, advanced excel spreadsheet development, database and presentation, a must.

Mandatory Knowledge, Skills, Abilities, and Other Qualifications:

- Analytical Thinking: ability to analyze complex data and provide actionable insights.
- Attention to detail: precision in analyzing financial data and report preparation.
- Communication: strong verbal and written communication skills
- Collaboration: ability to work effectively with cross-functional teams.
- Problem Solving: proactive approach to identifying issues and developing solutions.
- Knowledge of General Accounting Principles
- Able to apply general accounting theory
- Ability to work independently
- Ability to multi-task to meet timely deadlines
- Proficient in a variety of computer software applications in word processing, advanced spreadsheets development, database, SQL, query and presentation.
- Handle and maintain related proprietary and confidential matter