



**JOB TITLE:** Senior Financial Analyst      **DATE:** March 2009  
**DIVISION:** Finance      **REPORTS TO:** Government Manager of FPA  
**DEPARTMENT:** FPA      **GRADE:** 12  
**FLSA:** Exempt

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**JOB SUMMARY:**

As a member of the company's Financial Planning & Analysis team, the individual in this position provides firm financial support in the areas of financial forecasting, budgeting, cost allocations, and profitability analysis. Business partner to the Government business, providing all levels of financial and analytical support. Provides analyses on various business initiatives as required. Performs monthly consolidation of company financials.

**JOB DUTIES AND RESPONSIBILITIES:**

- Support both annual operating plan budgeting activities and monthly forecasting processes through development and maintenance of analytical financial models.
- Provides financial support and analysis for other departments and business units by implementing analytical models to project the financial impact of business decisions, such as underwriting, product offering, and capital investments.
- Develop improvements to budgeting/forecasting reporting and analyses using COGNOS Enterprise Planning.
- Performs other financial modeling and analyses as appropriate.

**JOB REQUIREMENTS:**

- Undergraduate degree in Finance, Accounting, Economics or equivalent required. CMA/CPA and/or MBA highly preferred.
- Four to six years of experience in the financial services, insurance, or healthcare industry. Two to four years experience with advanced certification and/or MBA.
- Must have in-depth knowledge of financial and accounting concepts and firm understanding of GAAP.
- Strong experience with Cognos Enterprise Planning, including cube builds and maintenance or specific experience mastering budgeting system.
- Oracle knowledge considered a plus.
- Strong analytical skills and highly self-motivated.
- Highly proficient in Excel, Word, and PowerPoint.
- Strong written, research, and oral communication skills are essential.

**PHYSICAL AND ENVIRONMENTAL CONDITIONS**

- Frequent use of computer terminal.
- May require some travel to Boston.

**\*\* In accordance with DentaQuest's Compliance Plan, employee must conduct DQV business in accordance with applicable laws, regulations, professional standards and ethical standards and report potential compliance or ethical issues to manager or DQV's Compliance Officer. \*\***

*DentaQuest's Affirmative Action Program affirms our commitment to make reasonable accommodation to the known physical or mental limitation of otherwise-qualified individuals with disabilities or special disabled veterans, unless the accommodation would impose an undue hardship on the operation of our business. Please see Human Resources for additional information regarding this Program.*