

SEEKING: FINANCIAL ANALYST READY TO EXCEL!

ASK YOURSELF

1. **Are numbers your thing?**

If you enjoy working with numbers, performing meaningful analysis, and creating insightful reports, this could be the opportunity for you.

2. **Do you love completing a good puzzle that eventually shows you the big picture?**

Like all great puzzles, there is more than one way to solve a problem -- and you never know when you may have to hunt for the missing piece on the floor!

3. **Do you want to join a fast-growing company where you can work across the organization and closely with the CFO and other top management?**

Alden is a small high-growth organization where you will learn about all aspects of the business and be acknowledged for your achievements.

Sound interesting?

Read on about how you can make a difference in this essential role.

ABOUT ALDEN

www.aldensys.com

Our mission is to create better communities through better infrastructure.

Alden One, our collaborative software platform, supports structure owners, attachers, and service firms. We help to facilitate work activities and enable data-driven decisions.

Just like our customers, we require accurate and meaningful data for data-driven decisions and reliable forecasts. That's where you come in.

To be a member of our team, you must live our core values:

- Have Integrity
- Be Innovative
- Pursue Excellence
- Approach Challenges with a Can-Do Attitude
- Be Driven to Learn and Grow
- Be Accountable
- Treat Others and the Company with Respect

alden

Financial Analyst

JOB DESCRIPTION

- The Financial Analyst role requires a highly self-motivated and inquisitive individual with great attention to detail. To be successful, the analyst must possess a passion for accuracy, fully understanding the data and key drivers, and is proficient at interpreting trends and creating forecasts.
- Develop and maintain financial forecasts and reporting of key metrics, utilizing several data sources/software applications across the organization: Jet Reports and Power BI (financial reporting and dashboard software), HubSpot (CRM system), Navision (Accounting system), and a proprietary time and expense reporting software.
- Must be willing and able to learn various software applications required to provide timely and accurate analysis utilizing automation whenever and wherever practical. (Training will be provided.)
- Responsible for weekly, monthly, and ad hoc reporting of KPIs for multiple lines of business, along with associated investigation and analyses to identify main drivers of variances, trends, and forecasts.
- Work with various departments to support their efforts in tracking key metrics. Work with the CFO and other top management to help ensure the accuracy of all financial reporting from the company level down to the departments and lines of business.
- Maintain an updated budget and anticipated billing schedule for forecasting.

Other Requirements

- Basic understanding of financial accounting and financial statements.
- Ability to work independently and as a member of a team.
- Comfortable with problem-solving, re-prioritizing, and maintaining an appropriate sense of urgency.
- Strong communication, organizational and analytical skills.
- Moderate-level PowerPoint and Excel skills including pivot tables, VLOOKUP, nested and SUMIF formulas, etc.
- Understanding of database reporting and building preferred but not required.
- Must not be intimidated by learning new software.
- Bachelor's degree in finance or accounting with 1 – 3 years of related experience preferred.
- Be a U.S. citizen located within commuting distance of Birmingham, AL.
- Pass a background check and drug screening.

IS THIS YOU?

ARE YOU?	DO YOU NEED?
Diligent	Understanding of rules and regulations
Reserved	Specific knowledge of the job
Analytical	Freedom from risk of error

DO YOU REQUIRE?	DO YOU...?
A professional working environment	Bring accountability to work?
The need to achieve goals consistently & efficiently	Work thoroughly, leaving nothing to chance?

DOES THIS SOUND LIKE YOU? (Noteworthy behaviors we look for in candidates)	
Formal	Cautious with Risk
Serious	Cooperative
Disciplined	Supportive
Sincere	Willing and helpful
Reserved, quiet	Need rules and structure around work

SUMMARY

This position requires managing specialized work efficiently, with confidence and competence, including:

- Above average attention to detail,
- Concern for the exact correctness of work, and
- Strong commitment to completing all work on time.

The person in this position takes their work seriously, possesses a strong sense of duty, and is disciplined. A somewhat faster-than-average pace will be the daily norm. Detailed, specialized work is the major focus. The person in this position will be given clearly defined work, responsibilities, and reporting relationships, ongoing and thorough training opportunities to develop expertise and increase confidence, and frequently expressed appreciation of the person's competence, conscientiousness, and loyalty.

The position will provide security in a stable work environment, allowing staff to plan for, focus on, and complete tasks on hand. When changes in the nature of the work occur, the person in this position will be given further direction, training, and support. The position will generally be task-oriented, requiring someone with a conservative, careful, and cautious approach to work.

JOB CHARACTERISTICS

- Unambiguous work direction. Completing tasks from start to finish. Concern for getting work done on time and correctly.
- Extremely task oriented. High standards for quality and accuracy.
- Excellent organizational and analytical skills.
- Adhering to established guidelines and procedures. Requires a high degree of information gathering before making a decision. Must be comfortable in making decisions in an area of specialty or expertise.
- Reserved, factual, formal, and sincere communication. Look to management for direction in areas outside of expertise.
- Strong follow-through on delegated tasks and assignments. Follow established policies and procedures and expect others to do the same

BENEFITS

- 401(k)
- Health Insurance
- Flexible Spending Account or Health Savings Account
- Dental Insurance
- Free Vision Insurance
- Free Life Insurance up to base compensation
- Voluntary Short & Long-Term Insurance

- Alden Holidays
- Paid Time Off
- Charitable Paid Time Off
- Hybrid Remote Flexible Work Schedule

HOW TO APPLY

Send your resume along with a cover letter detailing why you're the right person for our team to: careers@aldensys.com

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