

Senior Financial Planning Analyst– Reston, VA

FrontStream is seeking an energetic and hardworking **Senior Financial Planning Analyst** to join our team in **Reston, VA**. If you are passionate about helping others and want to work at a growing company whose mission is to create and provide the software tools for Non-Profits to succeed, FrontStream may be the place for you!

Company Overview:

FrontStream supports over 10,000 charities and corporate customers across the globe. FrontStream is revolutionizing fundraising through its all-in-one platform, Panorama. We are the trusted provider of online fundraising and auctions, event management, donor management, and workplace giving to our international customer base. We have been serving the nonprofit sector for more than a decade, and we love what we do!

Position Overview:

The position is a key member of the Finance department supporting executive management and board reporting activities. As Senior Financial Planning Analyst you will prepare management reports and KPIs, analyze current and past trends, build and maintain budget and forecast models, and assist management in developing action plans and recommendations for improvements. The ideal candidate will have superior organizational skills, be detail oriented, and be a highly analytical team player with good interpersonal and communication skills.

Major Responsibilities include but are not limited to:

- Analyze and provide commentary on budget/forecast/actual variances, as well as a focus on the consolidation and analysis of the new acquisitions
- Prepare management reports and KPIs, analyze current and past trends providing analysis of the key areas highlighting risks and opportunities, and assist management in developing action plans and recommendations for improvements
- Build forecast/budgets/LRP models
- Create both financial and nonfinancial reporting packages as well as presentations for senior management and Board of Directors
- Contribute to the implementation of business and system projects as identified by management to improve financial control, as well as ad-hoc projects defined by the management
- Serve as the primary liaison between the FP&A department and the business executives
- Work with department leads to complete the operating budget, long range plan and monthly forecasts
- Monitor company against budgets and reforecasts highlighting areas of overspend and assist the business leads in providing variance explanations

Requirements:

- Bachelor's degree in Finance or Accounting
- 2-4 years' work experience in a finance organization
- Experience with financial planning software like Hyperion/Adaptive is preferred
- Excellent knowledge of Excel
- Positive attitude, high level of intellectual curiosity combined with a 'results-driven' mindset and ability to work in a fast-paced, dynamic environment
- Strong communication, analytical, critical-thinking, and presentation skills
- Be as self- starter, well organized with an ability to manage multiple projects with strict deadlines
- Must have high degree of accuracy with a strong attention to detail

Why Work at FrontStream?

- Fun work environment with a collaborative atmosphere, as well as opportunities for training and growth
- Health, Dental, and Vision Insurance options, as well as company paid short-term, long-term and life insurance
- Retirement savings program with company match
- Time off program, plus 10 paid company holidays!

FrontStream is an equal opportunity employer. The successful applicant will have proven eligibility to work in the United States of America.

The company is headquartered in Reston, VA with offices in Cambridge, MA, Lancaster, PA, Toronto, ON and West Melbourne, VIC, Australia.

Interested candidates should send resume, references and salary history to: careers@frontstream.com with "**Sr. FPA- RES**" in the subject line. No phone calls please.

