



Labor Category: **Financial Analyst III**

Primary Location: Tampa, FL

Essential Job Functions

- Responsible for various financial functions such as budgeting, auditing, forecasting, and analysis
- Reviews financial data and prepares analyses for management and submission to external parties
- Maintains documented records supporting financial forecasts used in the rate and budget area
- Ensures compliance with internal procedures and applicable regulations
- Conducts and may lead audits
- Assists in providing Government financial management, budgeting, and cost estimating support for USSOCOM products, services and other SOF-related or SOF-interest programs and projects
- Provides administrative liaison support to the Automated Business Services System (ABSS) project
- Typical efforts include, but are not limited to identifying USSOCOM-unique requirements for subsequent system modifications, and scheduling and presenting/participating in Interim Progress Reviews (IPRs) to discuss progress and issues pertaining to systems modification
- Conducts cost analysis using cost models in evaluating total program costs throughout the life of the acquisition program; performs independent review of Service Cost position and advising USSOCOM points of contact of any cost issues; develop independent cost estimate (ICE) for Acquisition Category (ACAT)ID programs; and review of possible environmental impact

Skills

- Expertise in all areas of Microsoft Office (required)
- Strong knowledge of databases
- Excellent communication and interpersonal skills
- Ability to work independently with minimal supervision or work in a team oriented environment
- Ability to deal with all levels of staff
- Good organizational skills to balance and prioritize work
- Analytical and problem solving skills

Qualifications

- Bachelor's degree and 4-6 years of relevant experience or Master of Business Administration and 2-4 years of relevant experience
- Secret clearance
- More than 2 years experience in finance or accounting
- Experience working with accounting principles and accounting software