

# Employee Job Description



## GENERAL INFORMATION:

<b>Job Title</b>	<b>Director of Finance</b>
<b>Department</b>	<b>Finance &amp; Accounting</b>
<b>Location</b>	<b>Carlsbad, CA</b>
<b>Reports to (title)</b>	<b>VP of Finance</b>

## JOB PURPOSE:

Provide hands on financial leadership and applied practices to grow and drive both business and functional process improvements through the performance of financial planning and analysis functions, risk management analysis, revenue analysis, Enterprise Solution system support and cash forecasting.

## ESSENTIAL FUNCTIONS OF THIS POSITION:

- Deliver value-added business analysis and models, as well as define and report meaningful financial and operational metrics that lead to insightful, accurate business decision making.
- Lead the financial planning and reporting processes, including monthly forecast and annual operating plan
- Lead and coach the FP&A team, with a continued focus on developing their business acumen and business partnerships
- Implement financial planning tools and processes that can scale with the business
- Prepare financial reporting packages for executive management and the Board of Directors
- Perform accurate and timely cash forecasting
- Perform ROI analysis for various projects to support strategic project portfolio decisions
- Lead risk management efforts and annual insurance renewals
- Implement process controls
- Special projects as assigned

## QUALIFICATIONS/SKILLS:

- Demonstrated track record of applying creative thinking and analysis to solve business needs in ambiguous environments.
- Financial background that demonstrates the ability to quickly understand and identify key performance drivers to ensure focus & energy are directed accordingly
- Strong track record of accurate and timely financial forecasting and analysis
- Strong team building skills and experience leading cross functional teams and building organization relationships across functions
- Ability to thrive in a fast-paced and dynamic environment

## EDUCATION & EXPERIENCE:

- Semiconductor industry preferred, similar industry/manufacturing experience may be considered
- BA/BS in Business or closely related field. MBA preferred
- Minimum of 10 years related accounting and finance experience
- Minimum 3 years of supervisory experience

**ATTRIBUTES/APTITUDES/ATTITUDE**

- Thrives in a highly collaborative and work environment
- Possesses a quality-oriented mindset and attention to details
- Demonstrate superb communication skills
- Strong inner drive and self-motivation
- Creativity in problem-solving