



## **Overview**

**Position:** Program Finance Manager

**Location:** Melbourne, Florida

**Work Schedule:** Full Time. Monday- Friday 8:30 AM to 5:00 PM.

**Reports To:** Program Manager

**Direct Reports:** COO.

**Travel:** Occasional Travel Required (Less than 10%)

## **About Us**

Anderson Connectivity is an aerospace engineering, manufacturing and maintenance organization that has been in the business of supporting the development and continued operation of In Flight Entertainment and Connectivity systems since its incorporation in 2005. After being awarded our 14CFR Part 145 repair station certificate earlier this year, we are looking to grow our business exponentially over the next 5 years. We are committed to achieving this growth by finding team members who share the same high levels of self-motivation and passion that has driven our success to date.

If you are ready to be a part of a team focused on the success of the individuals and the company, we are looking forward to hearing from you!

## **Benefits Summary**

- 2 weeks paid time off
- Holiday pay between Christmas and New Year's
- 7 Holiday days paid time off
- Medical, Dental, Vision
- 401k match

## **Position summary**

This individual will work in a fast-paced environment with high expectations and a collaborative team setting supporting the finance department and program management. The position will be responsible for tracking the profitability of internal and external programs and forecasting the cash flow of the business. Candidate should have experience with various billing types (Milestones, Progress etc), income and balance sheets, be self-motivated and have strong interpersonal skills.

## **Duties and Responsibilities**

- Work closely with program teams and accounting to develop meaningful data, models, and inputs for financial forecasting, including overhead, sales, profit, EBIT and cash flow
- Tracks Revenue Recognition across programs

- Has knowledge or background working with rates and indirect budgets
- Assist in the tracking of inventory across programs
- Develops financial statement forecasts including the income statement, balance sheet, and cash flow. Understands the drivers behind these financial statements and then sustains the processes, tools, and data models to develop timely and accurate forecasts
- Assists in preparation of financial forecasting reports and deliverables, as well as coordinating the responses to ad hoc financial requests and reports
- Flexibility in addressing ad hoc financial analysis through advanced MS Excel knowledge to complete a variety of business modeling requirements
- Prepare meaningful weekly financial metrics to track key performance indicators to take early action
- Analyzes data for reasonableness and appropriateness, questioning data and teaming with others to understand the information and improve sources of information
- Develops tools, templates, and processes to simplify ways of gathering data and preparing reports, while also ensuring the information gathered is relevant and at an appropriate level of detail
- Drives understanding of variances and then works with appropriate individuals to identify corrective actions, risks, or opportunities resulting from those variances
- Maintains knowledge and understanding of standard costing, inventory flow, and business costing methodologies

### **Qualifications**

Required:

- Must be legally able to work in the United States
- Valid drivers license
- Finance and Accounting background
- Minimum 3 years of related experience
- Proficiency with MS Office Suite and strong knowledge of Excel skills
- Prior experience with forecasting, budgeting, reporting, and financial modeling
- Must be willing able to work flexible hours and overtime when needed to meet reporting and deliverable deadlines

Preferred:

- BSBA in Finance and Accounting
- Understanding of DoD contracting types, policies, and practices, including government-based major system requirements
- Prior experience with indirect expense budgeting and indirect rate development
- Working knowledge of Federal Acquisition Regulations (FAR & DFAR) and Cost Accounting Standards (CAS)



- Accounting knowledge and understanding of how financial statements and systems interact with financial reporting

**Competencies:**

- Must be able to read, write and speak in English

**Working Conditions**

General air conditioned shop in an engineering development environment.

This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets and fax machines.

This is a full-time position, and general days and hours of work are Monday through Friday, 8:30 a.m. to 5 p.m.

Travel may be required up to 10% of the time.

**Physical Requirements**

While performing the duties of this job, the employee will be required to lift and carry up to 20 pounds. Primarily an office position working at a desk.