



Financial Analyst

JOB TYPE

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| • Job Category | Finance |
| • Location | Richmond, VA |
| • Schedule | Full-time |
| • Travel | Negligible |
| • Shift | Day |
| • Potential for Telecommuting | No |

DESCRIPTION

The Financial Analyst will support a wide variety of financial activities, including financial and management reporting and analysis, periodic budgeting and forecasting, monthly reporting on planned/forecasted performance vs. actual performance, and preparation of other recurring reports and analyses. The Financial Analyst will also provide analytical support for new initiatives and special projects and is expected to understand and effectively utilize a broad range of financial and accounting principles and apply a working knowledge of the operations of the organization.

RESPONSIBILITIES

- Support grant funding application process with budget development, budget modifications, and on-going monitoring for multiple funding sources.
- Support the accounting, reporting, audit, tax and other financial activities of the organization.
- Assist with the production of the monthly, quarterly and annual financial reporting packages, including financial statements, budget vs. actual, variance explanations, staffing analysis.
- Collect and analyze data from various systems to evaluate various business activities, such as labor costs and manpower utilization, indirect costs and rates, and spending by funding source.
- Collaborate with other sections to develop long term funding plans from grants and other revenue sources.
- Act as a finance liaison and provide financial insights to key projects and/or grant administration.
- Work closely with key staff members to develop, analyze and evaluate strategic and operating plans.
- Develop and conduct benchmarking and trend analysis of actual costs against budget and other operating metrics.
- Drive automation, clarification and simplification of reports and reporting process.

- Interpret and apply NW3C's financial policies and accounting theory, and help develop new policies as needed.
- Provide back-up support for other accounting functions within the Finance department as needed, and participate in cross training initiatives designated by Controller.

QUALIFICATIONS

Education

- Four year college degree with significant coursework in accounting preferred; however, significant experience in accounting may substitute for a college degree
- CPA or similar certification is desirable, but not required

Other

- Minimum of three years work experience in finance or accounting capacity with experience in accounting, budgeting, and reporting.
- Nonprofit experience working with grants is desirable.
- Working knowledge of U.S. GAAP, financial analysis, business analytics and general accounting practices.
- Experience with MS Office required; experience with MS Dynamics SL accounting software and Management Reporter preferred.

BENEFITS

Dynamic atmosphere

Over the years our work has been funded largely by the Department of Justice and they will continue to be a valued partner for us. At the same time, we're looking to expand beyond the public sector, and that means we're bringing a new level of entrepreneurialism into the organization. You will help ensure that we have an energetic, creative, and future-oriented culture.

Professional development

If you are currently looking for the chance to let your innovation, passion for technology, and skills and abilities shine, this is your chance. It also can be a great transition from a government career into industry -- we have a foot in both worlds. You won't be micromanaged and we are wide open to any well-considered idea.

Making a mission-driven difference

You will join a staff that is strongly committed to NW3C's mission. Our services make a difference in a variety of areas, from ransomware to identity theft to cyberbullying. At the end of every day, you can feel pride in the work you deliver and the impact you make.

Great environment

We take pride in our collegial, team-focused culture, and as part of our team you'll enjoy flexibility as well as a collaborative environment. You'll find that people like working here, as demonstrated by the high number of long-tenured individuals.

Excellent compensation and employee benefits

In addition to a competitive salary, we offer a comprehensive benefits package which includes a generous offering of health, dental, vision, life and disability insurance, sick, and vacation leave, holiday pay, as well as a retirement savings plan with a generous company match and contribution formula.

ABOUT US

NW3C provides a nationwide support system for law enforcement and regulatory agencies involved in the prevention, investigation, and prosecution of economic and high-tech crime. We also are expanding globally, and today we have more than 5,000 member agencies in the U.S. and its territories as well as 15 other countries throughout the world.

Classroom and online training

We offer training from an extensive catalog and as well as develop customized training solutions. Our courses cover a wide array of subject matter, including cyber investigation, cybersecurity, financial crime, intelligence analysis, and cyberbullying.

Technical assistance

We offer analytical technical support to agencies investigating and prosecuting white collar and related crimes. Examples includes providing guidance in handling financial investigations and proper handling of electronic evidence (smartphones, computers, etc.). We provide assistance related to high-tech crime, financial crime, intelligence analysis, and research.

NW3C is an Equal Opportunity Employer

Successful completion of background investigation and drug test required