Job vacancy: Financial Performance Analysis Lead

Narrative Description:

A lead financial performance analyst uses past and present data to provide financial plans, write reports and monitor financial movements. Adjust reporting track when necessary based on changing conditions or new information. Supervise and guide the performance analysis team members.

Duties & Responsibilities:

Periodical reporting:

- Analyze and review monthly, quarterly and annual fiscal activities, asses the validity and accuracy of financial information, and understand the impact of actions to overall financials.
  - i. Review the balance sheet, income statement and interest margin.
  - ii. Prepare monthly review package including performance evolution and bring it up to date with suggestions for improvements.
  - iii. Follow up monthly on the received reports of the financial results of the bank's subsidiaries and communicate any unusual events.
  - iv. Review operating expense report to compare actual consumption against budget for each cost management center on monthly basis.
  - v. Review and prepare the quarterly financial key performance indicators data and report it to the concerned department.
  - vi. Compare QNB performance and results against the main banks in the market and highlight the main areas of contrast.
  - vii. Also, update and review the market share monthly, or upon release of data by the CBE, while comparing the bank's market share versus main peers.
- Review and elaborate the financial data for Board of Directors (BOD) meeting.
- Prepare the quarterly press release report.
- Review and prepare daily, monthly and quarterly capital expenditures utilization reports, and compare departmental expenditures to original budget and identify trends in spending, to maintain expenditure controls and avoid exceeding the budget.
- Review spending requests. Allocate budgets for the requested projects after fulfilling any requirements.

Analysis & other tasks:

- Develop monthly variance reports whenever is needed and seek new ways to improve efficiency.
- Assist in assuring the accuracy and the timely delivery of data, and analysis abnormal patterns.
- Performs other related duties as assigned.

Education:

Bachelor's degree in Economics, Business or Finance is required with a preference for completed any relevant postgraduate study or those who are pursuing a professional certificate in finance (CFA, ... etc.)

Internal stakeholders:

- Branches Network.
- Bank Departments.
- Bank Subsidiaries.
- QNB Group.

External stakeholders:

- N/A

Experience:

- 5-7 years experienced candidates within the same business area
- Preferably CFA level 1 students or higher levels

Skills:

- Fluency in English written/spoken, and report writing skills.
- Advanced proficiency with spreadsheets & PowerPoint.
- Good presentation skills.
- High analytical skills
- Ability to work under pressure

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