



## Financial Analyst

Banner Quality Management Inc. (BQMI) is searching for a Financial Analyst to support the Naval Surface Warfare Center, Crane Division (NSWC Crane) in Crane, Indiana. The right candidate will Provide Financial Support to our NSWC Crane Government customer at Department, Division, Branch, Section, Task and Technical Management levels and serve as financial advisor to division and managers. The Financial Analyst will advise managers of the financial implications of changes in policy, workload, shifts and execution. Candidates must show proficiency in Excel by passing a skills test.

BQMI is a small woman own business with headquarters in Friendswood, Texas. Our core values of Inspiration, Innovation, Excellence, Integrity and Trust assist us in aligning our tactical goals and objectives with our corporate strategy. We continue to surround ourselves with a network of people that also believe in these values and have the knowledge, experience, and ethics to push us to be the best possible team for our customers. Join our team of employees that are located all over the United States working on NASA and Department of Defense contracts.

### Essential Duties & Responsibilities:

Provide solid financial planning, establishment of financial structures, execution of financial processes, and reporting and analysis. Monitor and report the execution of funds; gather, compile, and analyze financial data to develop reports and respond to data calls both internal and external. Discuss funding issues and tasking requirements routinely. Perform data requirements gathering, refinement, and analysis, and assist in determining financial strategies, structures, and processes for corporate and customer financial planning. Use historical data to perform trend analysis, identify costs, understand customer portfolios, and identify improvements. Identify improvements and advise management. Keep management up to date on changes to policy, guidance, regulations, directives, etc. Assess workload, formulate budgets/operating plans through use of program documents. Participate in meetings and provide support to various financial teams in evaluating financial practices and making recommendations for changes and improvements. Allocate funds, review expenditures, monitor trends, support de-obligations, analyze and research data, resolve issues, track items in various systems. Use ERP for various tasks. Review travel orders in the Defense Travel System. Establish, amend, and provide NWA's. Research Unliquidated Obligations. Calculate monthly burn rates, prepare labor reports, and providers expended for each project.

### Essential Skills:

- Ability to get/maintain a Secret DOD Clearance
- Perform data requirements gathering, refinement, and analysis, and assist in determining financial strategies, structures, and processes for corporate and customer financial planning.
- Proficiency in Excel
- Know how to use pivot tables
- Use historical data to perform trend analysis, identify costs, understand customer portfolios, and identify improvements.
- Allocate funds, review expenditures, monitor trends, support de-obligations, analyze and research data, resolve issues, track items in various systems. Use ERP for various tasks. Review travel orders in the Defense Travel System.

### Experience/Education:

- High School



- Experience with MS Office Suite. Especially Excel skills.
- Financial background/experience 2-5 years.

**Personality or self-management skills:**

- Ability to interface with high-level customers and other employees respectfully and professionally.
- Detail-oriented with the ability to follow specific directions.
- Ability to manage multiple projects at once.
- Willingness to learn new tools, technologies, and systems.
- Self-motivated, self-starter
- Collaborative
- Strong analytical, planning, organizational and time management skills

**To apply please submit a current resume and cover letter to:**

Banner Quality Management Inc.  
Human Resources  
[careers@bqmi.com](mailto:careers@bqmi.com)

*BQMI is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status.*

***Due to contract requirements, U.S. citizenship is required to obtain access to government facilities and systems. Proof of compliance with Federal Executive Order 14042 requiring Covid-19 vaccination is required.***