

TOMY International, Inc.

POSITION DESCRIPTION

JOB TITLE: Financial & Accounting Systems Analyst
EFFECTIVE DATE: February 2021
DEPARTMENT: Finance
REPORTS TO: Vice-President, Finance

Position Summary: The Financial and Accounting Systems Analyst modifies system menus, edits spreadsheets and reports, and troubleshoots system problems. Implements, maintains and updates financial systems. Trains staff on the use of financial systems and acts as a liaison to the information technology department. Imports and exports files from financial databases.

Primary Duties & Responsibilities:

- Providing financial reports and interpreting financial information to management staff while recommending further courses of action.
- Administration and oversight of IBM Planning Analytics/TM1 financial system including cube structure, dynamics, and access for TM1 Architect, PAW, Web, and PAX. Objective is to provide robust reporting of financials in efficient manner.
- Supporting and coordinating monthly reporting, budgeting and forecast processes.
- Analyze sales results and the company's actual performance compared to the business plans.
- Perform variance analysis, identify trends, and make recommendations for improvements
- Assist with monthly journal entry and financial close process
- Lead cross functional projects
- Support senior leadership and complete special projects as needed

Education:

- BA/BS in Finance, Accounting or other related field

Required Skills and Experience:

- Minimum of 5 years of experience performing a similar role
- Proficiency with financial database reporting tools
- High attention to detail and accuracy
- Self-motivated with the ability to work independently.
- Excellent analytical skills with strong business insight
- Thorough understanding of general accounting principles and accepted standards
- Effective verbal and written communication skills
- Advanced Excel skills

We offer a highly competitive salary and excellent benefit package.
If interested and qualified, send your resume to hr@tomy.com or fax to 563-875-5658.

DISCLAIMER: The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as comprehensive inventory of all duties, responsibilities and qualifications of employees assigned to this classification.