**Jill Apperson**  
Area Manager   
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We are working with an international shipping line, based in Norfolk VA.

Culture:  Employee oriented with strong tenure and loyalty. Internal pathing for staff; diverse employee base; location in Norfolk VA has about 300 employees

Relocation fee available

**Senior Financial Analyst**

Salary: Open/Negotiable

On-Site position (90% of the time); availability to work from home 1 day per week

Background in the transportation industry highly preferred

Reports directly to the CFO

Responsible for the ongoing management and monitoring of all credit extended within the Area. Provide weekly and monthly reporting of aging reports and collections results.  Familiar with standard concepts, practices and procedures within the credit and collections field. Monitor all credit requests and ensures same are reviewed, submitted and recorded timely.

Perform analysis to identify any problems or trends that may impact collections and cash flow.  Assist in resolution of intra-area collections issues.

Generate reports to review credit exposure and compliance to credit terms and policies.  Provide reports to management for decisions to approve, suspend or revoke credit privileges.  Assist with addressing credit questions from Head Office as needed.

Update credit customers. Compile and analyze all data related to credit requests, including internal and external credit request forms, financial reports and credit bureau reports for submission the Director of Finance and Credit Committee. Confer with credit association and other business representatives to exchange credit information when possible

Bachelor's degree (Statistics, Accounting or Economics) from four-year college or university

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| **Key Accountability** | **Main  Tasks** | **% Expected Time Planned** |
| --- | --- | --- |
| Operations | Perform analysis to identify any problems or trends that may impact collections and cash flow. Assist in resolution of intra-area collections issues.  Generate reports to review credit exposure and compliance to credit terms and policies. Provide reports to management for decisions to approve, suspend or revoke credit privileges. Assist with addressing credit questions from Head Office as needed.  Update credit customers. | 55% |
| Reporting | Compile and analyze all data related to credit requests, including internal and external credit request forms, financial reports and credit bureau reports for submission the Director of Finance and Credit Committee. Confer with credit association and other business representatives to exchange credit information when possible. | 40% |
| Additional Accountabilities | Other duties as assigned. | 5% |

**KPI's**

* Submit reports according to schedule
* Leverage knowledge in business and systems to build tools to help improve the results
* Being a system knowledge center to the FI department

**Requirements**

* Bachelor's degree (Statistics, Accounting or Economics) from four-year college or university
* 1 year business experience and/or training; Cash flow modeling experience is also a plus.

**Competences**

1. **Complex problem solver**
2. To solve existing problem need, identify the needs / problem source in order to solve the problem successfully
3. To identify & solve the problem within complex process/situation successfully
4. To identify potential problems in a proactive manner
5. **Quality oriented – work according to process**
6. To work according to the policy / procedure / processes / methodology and to define KPIs and objectives
7. To create/update/improve policy/ procedure / processes / methodology according to defined KPIs and objectives
8. To define KPIs and objectives in order to improve the process
9. **Proactivity –** to challenge existing way of work, to initiate new ideas and seek new opportunities
10. **Business acumen -** to understand market trends, to define initiatives and to find top-notch solutions

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