

Ford Motor Company – Finance Function
Generic Job Description for Finance Analyst (GSR 5)

Global Ford Finance Vision:

One global team, recognized, for finance excellence and outstanding business partnership, and innovation, delivering a competitive advantage

Global Ford Finance Mission:

Deliver superior financial products, services, and business results, working with our customers & partners, using common processes, systems, and organizations to drive automotive and mobility leadership

How do Ford Finance teams operate?

In Ford Motor Company, we operate as various Skill teams / Functions; i.e., Manufacturing, Material Planning & Logistics, Purchasing, Product Development etc., and every skill team's objectives are aligned to the overall objectives of the Global Company. Every Skill team is also structured appropriately to support various Business Units within the company (North America, South America, Europe, Middle East & Africa and Asia Pacific Operations, China), which support to achieve the Business Units Objectives while staying aligned to their Global Skill Team objectives. Finance supports the various Operating teams as below:

- Partner with the Skill teams in an integrated manner supporting a Business Plan which creates value through profitable growth
- Managing an Optimized Capital Structure
- Proactively manage business risks and opportunities to support delivery of the plan
- Sustainable Common Processes and Systems, deliver optimal work tools / methods to deliver process efficiencies
- Demonstrate financial acumen and business partnership at all levels

Each such Skill team / Function has a Finance Controller, at a Global Level as well as Business Unit or Region level. Each such Finance Controller has a team / staff – Managers and Analysts. The Finance teams responsible for Business Units are well integrated with the Global Controllers Office, with a dual reporting to the CFO of the respective Business Unit.

Ford Finance presence in India:

Finance teams supporting various Global Skill teams, based in Chennai as part of Global Business Services (GBS). The organization is known as 'Financial Planning & Analysis (FP&A)'

- FP&A is divided into various verticals based on the skill teams it supports across all Business Units; e.g., PD Finance, Manufacturing Finance, Treasury, Marketing, Sales and Service Finance, Purchasing Finance etc.
- FP&A teams are fully integrated with the respective Controllers Offices (Global / Regional) and operate seamlessly as their extended team based in India

The JD / R&R of the Junior Financial Analyst in the Skill Team Finance i.e., Functional Finance team is as below. Specific domain skill-set will vary based on the Function and is not a must to have.

Financial Analyst – Functional Finance
(Responsible for Finance Analysis, Accounting and/or Control for Functional Finance)

Job description:

- Support in development of monthly forecasts and explain changes with key physicals
- Interface with the Profit Consolidation team to ensure the forecasts are timely submitted for consolidation and support reviews on Revenue/Cost Performance.
- Support and maintain systems used for financial reporting and support upgrade to systems and processes as required by management
- Publish regular MIS reports on timely basis
- Support Special Studies (viz. business cases, scenario planning, decision support, evidence based analysis and recommendations), as required from time to time
- Support standardization and automation of business processes, where applicable.

Key Roles & Responsibilities:

- Work closely with operating and finance teams to develop operating targets, Business Physicals, Annual-budget and five-year business plan
- Provide counsel / guidance to Operating teams to drive business
- Assess key physicals / key financials & operating drivers for the cost elements
- Perform month close activities and analysis to support management reporting
- Compare/analyse actual results with plans and forecast periodically
- Review performance and historical trends and develop actions to improve results
- Evaluate off-balance sheet items and reserve adequacy for management action
- Implement new ideas to enhance cost efficiency and process effectiveness; Knowledge of data analysis Tools (like Alteryx) or willingness to learn them
- Ensure robust tracking of financial data and documentation of approvals
- Ensure robust Internal controls and compliance to polices and regulations
- Support ad-hoc analysis for special projects / Business cases / Benchmarking etc.
- Foster timely, open and cordial communication with cross functional teams

Desired General Skills and Experience

- Analytical skills – understanding physicals / key financial & operating drivers for the cost elements
- Can do winning attitude and looks at Challenges as Opportunities
- Attention to details, capable of multi-tasking to meet deadlines
- Good communication, Coordination and presentation skills
- Active and Quick Learner
- Results-oriented with a Strong Work Ethic
- Demonstrates Initiative and Proactive Approach to Problems
- Able to Work Independently and Follow-up on Assignments
- Team Player, with the Ability to Work Cross-Culturally

Special Skills Required

- Microsoft Excel (Vlookup, pivot tables and charts), Powerpoint, Outlook and Word
- Basic knowledge in applications such as Alteryx, Hyperion, Qlik sense, SAP preferable

Functional / Technical Skills (Preferred)

Experience with Financial and Accounting Concepts and Analysis, preparation of Budgets / Business plans / Forecasts-preferably in an automotive or manufacturing environment

Experience/Education:

- Proven academic background
 - Qualified /CMA
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- ✕ Name of the position- Associate
 - ✕ Eligibility criteria- CMA Final qualified
 - ✕ CTC p.a.- 10.5 LPA
 - ✕ Job location- Chennai
 - ✕ No. of vacancies (tentative)- 20 Nos