



Job title	<i>Financial Planning and Analysis (FP&A) Analyst</i>
Reports to	<i>FP&A Director</i>

Position Summary

The FP&A analyst is responsible for using data, analysis, and effective communication to improve Hudsonville Ice Cream's operating performance. Specific areas for improvement will be identified, and then the individual in this position will work to clearly define and scope the problem, identify, and document best practices, work to implement those practices, and then assure sustainability through implementation of appropriate metrics and other assurances that corrective action disciplines are in place for continuous improvement (CI). The person in this position will work cross-functionally with all areas of Hudsonville Ice Cream to achieve these objectives. Examples of typical projects might include helping to prepare analysis of customer performance, pricing and costing of potential new business, analysis of production variances, identification and tracking of cost savings, and other financial analysis as requested.

Duties and Responsibilities

- Work closely with FP&A Director to establish and support Company-wide key performance indicators and other performance tracking.
- Assist with preparation, upkeep of a multi-year rolling financial forecast for the company, including what-if analysis where appropriate.
- Work with other departments to help define and document standard business processes. Then once documented, monitor and measure progress to ensure that processes are being followed.
- Work closely with the operations team, including production and supply chain, on continuous improvement initiatives, particularly related to helping to identify and track continuous improvement projects that would have the greatest profit impact for the Company. Perform Return on Investment calculations and measure CI project performance after completion to ensure that goals and targets of the projects are being met and sustained.
- Prepare pricing and costing analysis for potential new business opportunities.
- Work closely with the sales team to improve tracking and reporting of key customer metrics and overall customer enterprise value.
- Work with departmental managers to identify and track cost savings initiatives for their departments and the Company as a whole.
- Assist the warehouse team with root cause analysis of inventory variances.
- Learn the Company's business systems (JustFood, Ignition, Datex/Footprint, Power BI, etc.) and become a go-to resource for financial and data analysis.

Qualifications

- Bachelor's degree in accounting or finance is required.
- 1-5 years of accounting or finance experience is preferred.
- Advanced Excel knowledge is essential (Formulas, Pivot Tables, Charts, Macros, etc.).
- Power BI knowledge or experience is preferred.

Benefits

- Competitive Salary
- 401(k) Retirement Plan
- Paid Vacation

- Insurance (Health, Dental, and Vision)
- Bonus Plan
- Partial Gym Membership

Why Hudsonville?

Here at Hudsonville, we offer a first-class work environment with a real family feel. We appreciate and recognize the hard work, and dedication of our team members. We firmly believe that our employees fiscal, physical, and mental health are essential elements to our organization’s overall success. It is with this philosophy in mind that we offer a competitive wage and benefits package that starts day one. Moreover, Hudsonville is committed to its team members continual growth and development.

Approved by:	<i>Signature of the person with the authority to approve the job description</i>
Date approved:	<i>Date upon which the job description was approved</i>
Reviewed:	<i>4/6/2021</i>