

Position Title:	Financial Analyst	Department:	Corporate
Reports to:	CFO	FSLA Status:	Exempt

Individual functions as the Company's financial analyst, creating long range business models, conducting analytical studies, and recommending appropriate action such as identifying areas of focus. Financial Analyst is a self-motivated, multi-tasking team player who can independently pay high attention to detail and follow projects through to completion.

Essential Job Functions

- Develops, distributes, and maintains financial models as required by senior management.
- Compiles and analyzes financial information of the Company. Develops integrated revenue/expense analyses, modules, projections, reports, and presentations. Creates periodic reports.
- Defines complex problems involving multiple arenas; identifies the problems and the business requirements for their solutions; coordinates and/or recommends solutions.
- Identifies trends and developments in competitive environments.
- Evaluation of potential investments and divestitures as well as general economic outlooks.
- Prepares work plans for individual tasks independently; establishes baseline project plans, identify and tracking of issues, managing project change control items, tracking progress against plan and reporting subject to status.
- Tracks monthly revenues, expense and subscriber trends and analyzes associated fluctuations.
- Resource in the development of budgets and reforecast process.
- Performs other related duties incidental to the work described herein.*

*These tasks do not meet the Americans with Disabilities Act definition of essential job functions and are usually less than 5% of time spent. However, these tasks still constitute important performance aspects of the job.

Knowledge, Skills and Abilities

- Ability to work under limited direction with ability to exercise initiative and judgment while working independently.
- Demonstrate an extensive degree of analytical skills and be able to proficiently develop as well as comprehend complex models, reports, and regulatory directives; ability to think strategically, communicate with credibility and analyze thoroughly.

- Strong planning, organizational and time management skills. Ability to work in an environment of frequently changing priorities; proven successful project management and multitasking skills to meet all deadlines.
- Strong communication and interpersonal skills
- High level of Microsoft Office skills; Excel, Word, etc. and proficiency in financial software
- Ability to effectively function both independently and as a team player
- Self-motivated; enjoy working independently

Education and Experience

BS/BA degree, extensive knowledge of corporate finance and revenue analysis required. MBA with telecom and investment banking experience preferred.

3+ years Investment Banking, Financial Analysis, Telecommunications Industry, Financial Modeling preferred. Experience within a large Accounting firm could be applicable.

Physical Requirements

Percentage of Time Spent	0-24%	25-49%	50-74%	75-100%
Seeing: Must be able to read reports and use computer.				X
Hearing: Must be able to hear well enough to communicate with co-workers.				X
Standing/Walking		X		
Lifting/Pulling/Pushing	X			
Climbing/Stooping/Kneeling	X			
Fingering/Grasping/Feeling: Must be able to write, type and use telephone system.				X

Note: The statements herein are intended to describe the general nature and level, or work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

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