

Finance Manager Job Description Template

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Overview

Microsoft's Enterprise and Industry Solutions organization is accountable for driving sales excellence and business growth by driving sales execution at the top of our Enterprise sales engine and funnel. The industry arm of the organization leverages deep industry and technical expertise to enable sales teams and partners to deliver relevant, customized industry solutions and services, built on a secure, integrated cloud platform, to empower our customers to digitally transform their businesses. It's no longer just about one simple software solution; it's about creating a connected, secure, efficient, and scalable digital ecosystem.

Our team culture is centered on embracing a growth mindset, inspiring excellence, creating an inclusive workplace environment, and encouraging teams and leaders to bring their best each day. In doing so, we create life-changing innovations that impact billions of people around the world.

This Finance Manager will be an integral member of the WW Enterprise & Industry Finance team, driving deep insights and analysis to influence business decision making in close partnership with our Enterprise and Industry sales leaders. This is a unique opportunity to partner with Industry leaders in a role that spans from monthly revenue performance to SLT level strategy reviews.

Microsoft's mission is to empower every person and every organization on the planet to achieve more. As employees we come together with a growth mindset, innovate to empower others, and collaborate to realize our shared goals. Each day we build on our values of respect, integrity, and accountability to create a culture of inclusion where everyone can thrive at work and beyond.

In alignment with our Microsoft values, we are committed to cultivating an inclusive work environment for all employees to positively impact our culture every day.

Responsibilities

- Partner with Industry team leaders to evaluate Industry performance, establish key metrics to evaluate progress, and identify risks/opportunities

- Support regular Senior Leadership Team and Industry Leadership Council reviews covering Industry strategy, performance and investments
- Provide analytics to influence business decision making. Core accountabilities for this role include:
 - Subject matter expert for select Industry trends and performance, including analytics at the customer level to evaluate the effectiveness of sales strategies and to make actionable recommendations
 - Support monthly and quarterly Financial Planning & Analysis core deliverables, including reporting and analytics to drive business insight
 - Analyze priority scenario and sales play adoption to identify repeatable patterns that could scale to accounts across the Industry
- Field excellence and enablement – help our Enterprise field controllers and their business partners to understand and improve sales performance with standardized reporting & metrics, benchmarking analysis, and actions identification
- Strategic deals support – help create deal analysis frameworks to enable clarity on the ROI of our sales investments

Our team leverages the following sets of skills, which this role will help you enhance:

- **Analytical:**
 - Deep analytical and reporting capabilities which include leveraging internal Microsoft tools, reporting cubes, BI tools and other financial systems
 - Passion to solve problems, working at multiple altitudes, from strategic and high-level framing to detailed analysis
- **Cross-Group Collaboration:**
 - Leadership skills, proactively driving and delivering high-impact results through both individual and v-team effort
 - Partnering capabilities, influencing others without direct authority and appropriately pushing back when required
- **Project management:**
 - Effectively managing and prioritizing multiple inputs, tasks and stakeholders, sometimes under tight deadlines
 - Comfort with ambiguity and uncertainty, in a business that evolves at a fast pace

Qualifications

Required Qualifications

- Bachelor's Degree in Business Administration, Accounting, Finance, Economics, Data Science or related field AND 2+ years experience in financial analysis, accounting, controllership, finance, or related field

- OR Master's Degree in Business Administration, Accounting, Finance, Economics, Data Science or related field
- OR equivalent experience.

Preferred Qualifications

- Proven ability to partner, build trust, communicate with and influence senior executives; ability to make the complex simple and influence through effective story telling
- Team player - must have the ability to manage across organizational boundaries, influence others and build on the work of others
- Ability to work with complex financial modeling and analysis such as trend/time series analysis, regression, correlation, benchmarking, cohort analysis, sensitivity analysis, etc.
- Solid analytical and structured thinking, reinforced by Excel modeling skills, and proficiency with advanced Excel functions and charting capabilities