

Position Title: Finance Analyst
Reports to: Director – Finance
Requisition#: 328

Position Summary

As a Finance Analyst at QuarterNorth Energy, the successful candidate will be responsible for economic and financial analyses to support key strategic initiatives including Acquisitions and Divestitures, Capital Raising and Structuring, Management Reporting, Forecasting & Budgeting, Commodity Risk Management. This position is part of a small team that works alongside the CEO, CFO, Director of Finance and senior finance team member in an actively growing exploration and production company in the Gulf of Mexico. This position will initially have oversight from the Director of Finance and senior finance member with the ability to grow into a more autonomous position as experience is gained.

This position is located in our Houston, TX office and works a 9/80 flexible work schedule.

Primary Responsibilities

- Maintain excel models on a daily basis to give real-time feedback to finance team members and senior management
- Prepare economic analyses and operating/financial models to support the Company's organic growth strategy and in conjunction with potential strategic actions
- Work with operations teams to develop planning models
- Assist with internal management and Board of Directors presentations
- Prepare various ad hoc requests from CEO, CFO and Board of Directors to assess value optimization and operational performance
- Track variance analysis to understand business performance relative to goals and budgets
- Maintain commodity hedging models and analyses
- Support the Company's external communications with stakeholders and bankers

Preferred Characteristics & Skills:

- An understanding of complex operating and/or financial models
- Outstanding interpersonal and communication skills are required; ability to effectively deal with range of personalities and hierarchy within and outside of company; professional, diplomatic and tactful
- Excellent attention to detail; accuracy is highly important
- Ability to solve multi-dimensional problems and make clear and concise recommendations
- Ability to work independently with minimal supervision, while supporting a team environment
- Must use discretion and confidentiality with sensitive and/or private information or matters
- Excellent time management skills; ability to re-prioritize and to be flexible
- Superior quantitative and analytical skills; able to interpret and analyze all types of data
- Must be able to work in a fast-paced, high growth, entrepreneurial, ever-changing environment
- Strong work ethic and high level of personal integrity
- Must be able to identify opportunities and make recommendations for improvement

- Proven work experience with Microsoft Office Suite including Excel, Word, PowerPoint

Minimum Requirements

- Undergraduate degree in Finance, Accounting, Economics or Math from a recognizable school
- Strong communication skills within all levels of the organization, which include verbal, written and nonverbal communication