Univision Communications

Title: Reporting Analyst

Location: Teaneck, NJ

Job Type: Full-Time (Entry Level)

Compensation Type: Salary

Start Date: 6/1/2016

Job Description:

The Reporting Analyst will report to the Finance Manager-Working Capital on the Finance Operations team. The Reporting Analyst will assist in planning, analysis and reporting for the Working Capital team including monthly/quarterly financial reporting, preparation of the forecast model, and invoice detail analysis. The Reporting Analysis will work with various departments and is not limited to providing support in other areas/projects as needed.

Primary Responsibilities:

- Assist with the preparation, reporting and analysis of the monthly and quarterly working capital forecast
- Track and maintain financial targets
- Creating and analyzing reports from a large data dump
- Assist in the monthly/quarterly finance reporting package including the development of performance metrics and status on current projects
- Support senior management requests such as presentations, and deliver ad hoc reports

Qualifications:

- Bachelor's degree in finance or accounting or related business field
- 1+ years of data analysis experience
- Ability to leverage software & technology to maximize effectiveness (advanced Microsoft Office skills and familiarity with Oracle Financial is a plus)
- Ability to pull large data sets from systems and boil down data into meaningful information
- Strong excel skills including using advanced features like manipulating pivot tables and advanced formulas (vlookups)
- Ability to analyze reports and data, provide concise explanations, problem solve, and multi-task
- Must be professional in conduct and practice, and also reliable
- Creative, open and adaptive in a dynamic environment
Application Instructions:

Email resumes and cover letters to mcernera@univision.net AND apply online: 

About the Organization:

Univision Communications Inc. (UCI) has evolved into a top-tier multimedia company with 17 broadcast, cable and digital networks; 59 TV stations; 67 radio stations; online and mobile apps; products and content creation facilities. UCI focuses on delivering a branded experience everywhere its audience is, reaching 49 million unduplicated media consumers monthly across TV, Radio and Digital. As a mission-driven Company, UCI is committed to informing, entertaining and empowering Hispanic America.

Univision Communications Inc. (UCI) ha evolucionado para convertirse en una empresa multimedia del más alto nivel, con 17 cadenas de televisión de señal abierta, por cable y digital; 59 estaciones de TV; 67 emisoras de radio; aplicaciones en línea y para dispositivos móviles, productos y sedes para creación de contenido. UCI se centra en ofrecer una experiencia con la marca dondequiera que esté su audiencia, alcanzando a más de 49M de consumidores mensuales en todas las plataformas. Como Compañía impulsada por una misión, UCI se centra en informar, entretener y empoderar a la comunidad hispana en los Estados Unidos.

For more information, please visit www.Univision.net.