**CFO Job Description Template**

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We are looking to hire a CFO to lead the company from a financial perspective. You will work alongside other C-Suite team members and take ownership of all company fiscal and regulatory matters. To do well in this role you should have experience as a CFO in a company with complex financials and an extensive balance sheet.

**CFO Responsibilities:**

* Assist with high-level decisions about policy and strategy.
* Help with recruiting new staff members when necessary.
* Oversee the company’s fiscal activity, including budgeting, reporting, and auditing.
* Assure legal and regulatory documents are filed and monitor compliance with laws and regulations.
* Identify and address financial risks and opportunities for the company.
* Supervise financial reporting and budgeting team.
* Review financial reports for ways to reduce costs.
* Work well with Chief Marketing Officer, CEO, and COO to develop the strategic plan.

**CFO Requirements:**

* Bachelor’s degree in a relevant discipline, master's degree, or MBA.
* Experience in a senior management position.
* Strong financial and accounting background, including an understanding of profit and loss, balance sheet and cash flow management, and general finance and budgeting.
* Experience with corporate governance.
* Proven negotiation skills.
* Experience with budget management, public accounting, and cash flow.
* Ability to understand new issues quickly and make wise decisions.
* Ability to inspire confidence and create trust.
* Ability to work under pressure, plan personal workload effectively, and delegate.