

CFO Position at the Haas School of Business, UC Berkeley

This position serves as the Haas School of Business Chief Financial Officer (CFO). The CFO is responsible for strategic financial-oversight of 23 units at Haas that include business units, centers and institutes. This includes management of the budget office and financial operations, highly complex, long range financial models; income statement, balance sheet, capital plan, monthly budget reports, multi-year student fee analysis, comparisons with peer institutions, and coordination with other UC business schools. The position also involves developing, interpreting and implementing financial concepts for financial planning, resource planning (dollars), and control of organizational budget. The incumbent may also analyze and prepare recommendations for financial plans, including annual resource allocations, future requirements, and operating forecasts.

The CFO is a member of the senior leadership team and will play a significant role in charting the direction of the school at a pivotal time – the Dean is embarking on his 2nd term, we're breaking ground on a new building, higher-ed and business school education is rapidly changing, and we intend to lead that change!

To learn more about the Haas School visit: <http://www.haas.berkeley.edu/haas/about/employment.html>

Responsibilities

- Responsible for maintaining integrity of campus budget systems through supervision and oversight of budget staff; functions as chief budget liaison for budget allocations, oversees analysis and policy development for campus-wide funding issues and budget processes, resource allocations and funding models.
- Plans, designs and implements division (school) budget processes and oversees development of the school's income statement, balance sheet, multi-year financial planning model that includes capital planning, fee analysis and monthly budget reports.
- Financial oversight of off-site building leases and on-site food service
- Oversight for upcoming capital improvement project
- Involved in developing, modifying, and executing campus policies which affect immediate operation(s) and may also have campus-wide effect.
- Maintains a strong internal control environment. Works to ensure policies are followed. Responsible for ensuring the school meets SAS115 compliance requirements including the drafting of the annual fiscal close certification letter.
- Coordinates closely with Haas Development office to effectively spend gift dollars and align augmentation requests with development goals.
- Oversees Haas funded and guaranteed international loans
- Partners with senior leadership at Haas and on campus to develop and assess financial models for new learning opportunities.
- Participates with other senior managers to establish divisional (school) and professional school strategic financial objectives.
- Acts as primary liaison to campus shared services in the areas of business services and research administration

- Works on special programs as assigned
- Serves on departmental and campus-wide committees as appropriate

Required Qualifications

- Has expert knowledge of all financial policies, practices and systems and broad financial (fee development, debt financing, cash flow, etc.), operational, and organizational knowledge
- Must have strong verbal and written communication skills.
- Position requires inter-personal skills and ability to work effectively across the organization at all levels.
- Requires the ability to change the thinking of, or gain acceptance of, others in sensitive situations.
- Requires knowledge of financial policies, practices and systems, budgeting and reporting techniques; human resource planning; and accounting.
- Client services oriented, has good listening, critical thinking and analytical skills.
- Ability to multi-task.
- Ability to excel in an environment with a high degree of ambiguity and road blocks.

Preferred Qualifications

- Advanced degree in related area and/or equivalent experience/training. Professional certification preferred.

Salary & Benefits

For information on the comprehensive benefits package offered by the University visit:

http://atyourservice.ucop.edu/forms_pubs/misc/benefits_of_belonging.pdf

Criminal Background Check

This position has been designated as sensitive and may require a Criminal Background Check. We reserve the right to make employment contingent upon successful completion of a Criminal Background Check.

Equal Employment Opportunity

The University of California, Berkeley is an Equal Opportunity/Affirmative Action Employer.

Departmental Overview

The Haas School of Business develops innovative leaders - individuals who redefine how we do business. Berkeley-Haas, the second oldest business school in the United States, educates 2,200 students each year in six degree-granting programs, and over 2000 more students annually through executive education programs. A team of 300 staff members support these students, faculty and alumni through work in areas that include Admissions, Student Services, Career Management, Administration, and Development.

Berkeley-Haas offers opportunities to champion new ideas, collaborate across boundaries, and learn continually. Our culture is captured by Four Defining Principles (Question the Status Quo, Confidence Without Attitude, Students Always and Beyond Yourself) that distinguish Berkeley-Haas as a place to learn—

and a place to work.

HOW TO APPLY:

UC Berkeley has an online applicant website and no longer accepts applications via mail.

We require applicants to submit a cover letter and resume when applying for this position.

Please submit the cover letter and resume as a single attachment when applying.

To apply, please visit <http://jobs.berkeley.edu>