



Bay State Milling Job Description

Job Title: Commodity Financial Analyst
Department: CWM D440
Reports To: Supply Chain Finance Manager
FLSA Status: Exempt
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POSITION SUMMARY:

The Financial Analyst – Commodity Risk and Reporting position is an integral team member of the Core Wheat Milling business unit finance team that supports the Supply Chain business segment. The position reports to the Supply Chain Finance Manager and will interact with multiple levels of the organization spanning sales, supply chain, corporate shared services, manufacturing locations and senior management.

The Financial Analyst - Commodity Risk and Reporting will work alongside a small team consisting of grain trading assistants and grain settlement personnel in combination of risk management personnel supporting central hedge responsibilities. This position will also support the month-end closing processes.

The position requires developed analytical skill sets, ability to analyze and reconcile data, and fulfill the required responsibilities.

This position will reside in our Minneapolis, MN office providing a flexible work arrangement combination of at home and in office work environments.

RESPONSIBILITIES:

- Daily central hedge task management with proper reconciliation and representation of the grain, flour, and co-product risk positions.
- End of day trading closing processes and procedures.
- Management of flour sales component contract pricing and reporting.
- Monthly and daily oversight of grain exchange broker statement confirmations and reconciliations. Balance sheet equities and central hedge equities represented accurately.
- Supports understanding and conducts product profitability, product formulation profitability, grain usage cost variances and least cost computations.
- Assist with month end management of commodity contract mark-to-market equity calculations and general ledger postings.
- Conduct analysis and metric reporting supporting gain origination profitability
- Department process and practices assessments. Seeking continuous improvement with data automation eliminating waste in process inefficiencies.
- Assist and support external auditors as part of the annual audit.

- Ensure standard company controls and compliance adherence.
- Create ad hoc reporting and analysis as needed.
- Other duties as assigned

QUALIFICATIONS *to perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

JOB QUALIFICATIONS

- Bachelor's degree in Accounting, Finance, Economics or Business, and/or equivalent job experience.
- Four to six years of experience in commodity trading and/or agricultural processing (e.g. milling, crushing, or refining) or other commodity processing is strongly desired.
- Experience with Microsoft Office applications is required.
- Experience with Microsoft AX or Great Plains or similar ERP solutions a strong plus.

OTHER REQUIREMENTS

- General understanding of commodity pricing, position tracking, mark-to-market accounting, and variance analysis related to raw materials and finished goods tied directly to traded and flat price commodities.
- Ability to build trust-based relationships, demonstrate strong interpersonal communication skills, and collaborate with senior, junior and peer colleagues across organizational boundaries to optimize the achievement of the business unit objectives
- Excellent verbal and written communication skills
- Highest standards of accuracy, organization, and precision
- Unquestionable integrity and personal ethics
- Ability to work effectively in a team environment
- Partner and provide thought leadership with the Supply Chain team leadership
- Self-motivated individual with the ability to problem solve and work independently with a minimum level of supervision

PHYSICAL DEMANDS *The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee is occasionally required to stand, walk, and climb or balance. The employee may occasionally lift and/or move up to 20 pounds. Specific vision abilities required by this job include close vision, distance vision, and ability to adjust focus.

WORK ENVIRONMENT *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

The work environment is essentially an office setting. The noise level in the work environment is usually low to moderate.

FOOD SAFETY / SECURITY REQUIREMENTS:

The Company is committed to producing and delivering defect-free products. To ensure this, all employees are required to be trained on and adhere to the Good Manufacturing Policies set forth by the Company as they pertain to personnel practices, equipment, and facilities. It is also vital that all employees be aware of the work environment and when possible, prevent accidental or intentional adulteration of products produced at this facility. As a result any employee has a right to put product on hold if they have a concern. At the plant level, only the Quality Assurance Manager and General Manager have the authority to release product on hold.