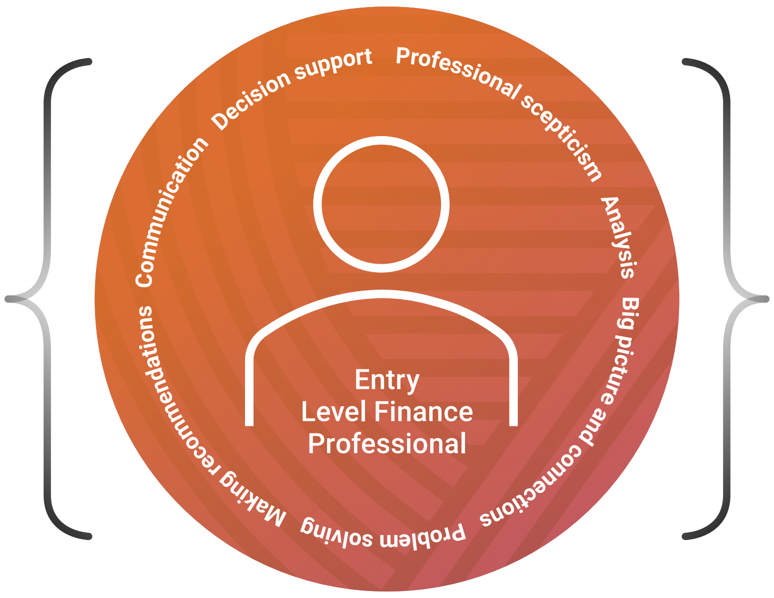
OPERATIONAL CASE STUDY

Entry Level Finance Professional — simulating the role

Works with:

- Finance teams
- Business leaders



Address financial and business activities that, while well-defined, may be complex and non-routine

Typical engagements

Working in a range of organisations and industries, previous role holders have:

- Discussed sales forecasts for a new product for a sportswear company.
- Reported on the cost per user of a new app developed for customers of a food delivery service.
- Briefed an agricultural machinery manufacturer on the complexities of budgeting and cost control regarding new software development.

Responsibilities

As an Entry Level Finance Professional (sometimes known as a Finance Officer), I work in a team in the finance department, focusing on planning, coordinating, and controlling business operations through budget preparation and reporting. My role emphasises the short term, assisting with the preparation of relevant information from various data sources. I evaluate short-term opportunitiesand threats, such as selecting between alternative actions. I also support decisions on working capital, cash, and short-term finance.

I provide insights that can influence business decisions and therefore I must ensure that reports are complete and accurate. I use available technologies for data collection and analysis.

Interaction with stakeholders and business partners across the organisation is required so that I can support effective decision making.

I also help prepare financial reports for external stakeholders to understand business performance. This requires knowledge of financial reporting regulations and business taxation.

I must be aware of sustainability and ethical issues. It is essential that I am also aware of the impact of my work on internal and external stakeholders.

Core Activity	Assessment Outcome	Weighting
A. Discuss costing information to support differing needs of the business	• I can discuss appropriate technologies to gather data for costing purposes, from digital and other sources • I can discuss different costing methods used to produce information • I can compare and contrast different costing methods and systems (including digital costing systems) to determine the most suitable for use by the organisation • I can discuss the cost information required for digital cost objects • I can discuss quality costing • I can discuss the cost information required for environmental costing	12-18%
B. Discuss budget information for the purposes of planning and control	• I can discuss the use of appropriate technologies to gather data from digital and other sources for budget preparation • I can explain different forecasting methods and interpret forecasting information • I can compare and contrast alternative approaches to budgeting to determine the most suitable for use by the organisation • I can analyse the effect on budgets of changes to variables • I can discuss the importance of budgeting • I can discuss the behavioural and governance implications of budgetary planning and control	17-25%
C. Analyse financial and non-financial information to communicate insights about organisational performance	• I can interpret variances and KPIs, including sustainability-related KPIs • I can discuss KPIs for different aspects of organisation performance • I can discuss areas for performance improvement • I can identify additional sources of information to assist with assessing organisational performance	17-25%
D. Apply relevant financial reporting standards and corporate governance, ethical and tax	• I can apply relevant IFRS in a given context, to facilitate the preparation of financial statements • I can discuss the principles of corporate governance and ethics • I can identify the impact of tax regulation on transactions, decisions and profits	7–13%
E. Analyse information to support short-term decision making	• I can discuss relevant costs and benefits • I can apply appropriate techniques used to support short-term decisions • I can discuss appropriate techniques to support short-term decisions where there is risk and uncertainty • I can discuss financial, non-financial and sustainability-related factors that could influence short-term decisions • I can identify additional sources of information to assist short-term decision making	17–25%
F. Discuss the management of working capital	• I can discuss appropriate sources of short-term finance and methods of short-term investments • I can discuss how to manage and control working capital, and the impact of changing working capital policies • I can analyse working capital ratios of the organisation and its customers and suppliers	12–18%

Extract from the CGMA examination blueprints.
The full Operational Level blueprint can be found at: **aicpa-cima.com/resources/landing/exam-blueprints**