

300 - Foundation Skills & Business Literacy

307 - Financial Acumen

Competency composed of behaviors that demonstrate an ability to understand and utilize financial reports to make decisions, incorporate financial terminology into reports, and demonstrate familiarity with budgeting and accounting procedures.

Behaviors

- ▶ Understands basic financial concepts, such as cash flow, cost of capital, etc.
- ▶ Understands basic financial reports, such as a balance sheets and income statements and the interrelationships of how changes in one statement affects other statements.
- ▶ Understands and correctly uses common financial terminology and measures, such as ROI, EBITDA, Sarbanes Oxley (SOX), etc.
- ▶ Is familiar with the internal established financial processes of the organization, such as budgeting and basic accounting procedures.
- ▶ Remains up-to-date with the financial performance of the organization, i.e. awareness of how close the company is to meeting financial goals at any given time.
- ▶ Properly completes budgets according to organization requirements.
- ▶ Completes financial reports and documentation in an accurate, complete, and timely manner.
- ▶ Allocates financial resources in a manner that maximizes the benefit of the organization

Behavioral Questions

Experienced

- ▶ Describe a time you made a measurable impact on increasing revenue or reducing costs.
- ▶ Tell me about a time when you leveraged your financial knowledge to solve a problem or enhance organization performance?
- ▶ Tell me about a time when you used a variety of organizational resources to achieve a challenging financial goal.
- ▶ Tell me about a time you achieved a challenging financial goal at work.

Inexperienced

- ▶ Describe a time you managed a challenging financial situation.