

# **CAPITAL PLANNING INVESTMENT CONTROLS ANALYST II**

## **Company Overview**

Roku Management Consulting (RMC) is a premier consulting and general contracting firm specializing in personnel, professional, and information technology services. Founded by a service-disabled veteran with a mission to create opportunities and provide exceptional customer service, RMC has rapidly grown, securing several federal contracts within three years.

## **Job description**

Under general supervision, performs a variety of assigned duties that includes:

1. Supports capital planning and investment control activities.
2. Coordinates the preparation, review and consolidation of client information systems, budgets, acquisitions and business plans.
3. Ensures adherence to budgets and business plans through periodic review of financial reports and capital appropriation requests.
4. Provides assistance for proposing, implementing and enforcing policies, standards and methodologies.
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## **Required Qualifications:**

- BS/BA degree in related field (or equivalent) plus approximately 4 years of related experience.
- Proficiency in Microsoft Office, particularly Excel, and financial management software.
- Experience in working, managing, and manipulating large datasets in Excel.

## **Benefits**

- Employer-provided paid Medical / Dental / Vision insurance.
- 401K plan.
- PTO
- 11 Federal Holidays