

# NOW HIRING

## Business Analyst

Minn-Dak Farmers Cooperative is seeking full time, year-round Business Analyst to perform and assist in all aspects of the Financial Planning at Minn-Dak Farmers Cooperative. This position reports directly to the Vice President of Finance.

### Essential Job Duties:

- Participates in conjunction with the Budget Analyst in the Preparation of the Cooperative's annual fiscal year budget by gathering data and working with cost center managers and reviews the budget prior to board presentation
- Participates in the Cooperative's financial forecasting including monthly production forecasts
- Participates in the monthly sugarbeet payment estimates which includes monitoring and analyzing variances to the budget
- Management and preparation of the Cooperative's monthly cash flow forecast, including forecasting the balance sheet and projecting ratios
- Participates in financial analysis for the Cooperative required for strategic project business cases, special projects, capital expenditures payback and IRR analysis
- Participates in maintenance of the quick sugarbeet payment model including preparation of scenarios
- Member of the SWAP interest rate analysis Team
- Contributes to the finance department monthly processes by preparing journal entries and reconciliations
- Participates in the yearly financial statement audit and assists in writing notes to the year-end financials
- Participates in information preparation for the yearly insurance renewals, surveys and benchmarking activities
- Participates in the development of presentations for board meetings and patron meetings
- Other duties as required by the business
- Maintain employee confidentiality
- Adhere to all company policies and all safety, food safety, feed safety, and sanitation rules and programs

### Qualifications:

- Requires a minimum four-year college degree, with extensive experience in the areas listed above. An MBA or post-graduate degree and/or CPA or equivalent
- Requires more than 5 years of experience in a financial leadership role in a medium to large-size business. Experience with the cooperative business model and accounting principles preferred
- Fully versed in all aspects of fiscal management, budgeting, forecasting and banking relationships
- This person must also possess outstanding communication, people, and management skills
- Must understand how to review complex business scenarios, explain them to non-financial individuals and act upon them accordingly
- Knowledge of the sugar beet and or agricultural industry
- Possesses outstanding organizational and excellent time management skills
- Possesses the ability to communicate effectively with employees at all levels

### Competencies and Skill set Required:

In-depth financial and accounting knowledge and expertise, excellent written and verbal communication skills, leadership skills, strong business analytical and critical thinking skills, ability to improve processes and develop efficiencies in performing tasks, ability to be flexible and adapt to change, need strong Excel and PowerPoint skills, self-motivated and able to perform with minimal supervision, and proactive and make recommendations.

Comprehensive benefit program including: health, dental, and vision insurance, 401(k) plan, vacation, paid holidays, life insurance, and LTD insurance. Monday – Friday Day position.

### Application Process

All interested and qualified individuals are encouraged to provide a resume, cover letter and transcripts. Please email to [jobs@mdf.coop](mailto:jobs@mdf.coop) or mail to:



**MINN-DAK FARMERS COOPERATIVE**  
Attn: Zane • 7525 Red River Road • Wahpeton, ND 58075  
701-671-7777  
Equal Opportunity Employer

