



JOB DESCRIPTION

POSITION TITLE: Corporate Finance Manager
LOCATION: Denver, CO
DEPARTMENT: Finance
REPORTS TO: Director of Finance

POSITION SUMMARY:

The Corporate Finance Manager is an integral member of the Finance team. Assists the team in managing the corporate finance, M&A, planning, treasury and investor relations verticals. Ensures that company models/forecasts are completed in a timely manner and financial variance reporting aligns with the company budget.

Reporting to the Director of Finance, the Corporate Financial Manager works closely with the Chief Financial Officer and other members of the Senior Management team to complete detailed analyses of short and long-term strategic forecasts to assist with resource planning, capitalization needs and M&A activities.

ESSENTIAL DUTIES/RESPONSIBILITIES:

- Partner effectively with all parts of the business to develop and improve the accuracy of driver-based financial plans and forecasts, identify risks and opportunities, and communicate performance against those business plans and budgets in a timely and accurate manner.
- Serve as finance lead on the development of annual operating budgets, monthly and quarterly forecasts and other corporate updates summarized by P&L, balance sheet and cash flow statements.
- Lead the reporting processes to deliver high quality business insight and supporting commentaries to management and other stakeholders.
- Provide analytical support and strategic insight to evaluate financial decisions, including capital markets activities and corporate business opportunities including acquisitions and joint ventures.
- Build and maintain strong collaborative relationships with stakeholders in functions and teams across the business.
- Responsible for providing financial integration and capitalization and make recommendations to the Director of Finance and Chief Financial Officer in connection with M&A activities.

- Support the preparation of monthly and quarterly financial reporting for bank syndicates.
- Assist the Accounting department with understanding variances to budget for monthly management financial reports.
- Perform research on trends in commodity pricing for oil, natural gas and natural gas liquids.
- Provide variance analysis on balance sheet and income statement accounts for management reporting purposes.
- Work alongside the Director of Finance and Chief Financial Officer on ad-hoc financial analytics and corporate presentations as required.
- Complete counterparty risk assessments and maintain corporate counterparty risk reporting to assure counterparty risk is managed consistent with corporate policy.
- Represent Meritage with unwavering integrity and the highest ethical standards to all stakeholders.
- Additional responsibilities as assigned by the Director of Finance, CFO or other members of Senior Management.

SUPERVISORY DUTIES:

Not at this time.

JOB QUALIFICATIONS:

- Bachelor's degree in Finance, Economics, Accounting or related field
- Master's degree in Finance, Accounting, MBA, CPA and/or CFA preferred
- 5+ years of relevant professional experience in financial modeling, reporting, consolidation and analysis. Previous budgeting/forecasting/corporate finance experience in the oil and gas industry and investment banking preferred
- Basic understanding of generally accepted accounting principles (GAAP)
- Experience with oil and gas accounting software such as Quorum or PGAS preferred
- Strong analytical skills with the ability to solve complex finance problems, process information from a variety of sources, understand the key insights and develop well thought out communications
- Self-motivated with the ability to work independently, and the ability to collaborate effectively and cohesively within a team
- Strong sense of urgency and proven capability to work within short deadlines in a fast-paced environment
- Ability to effectively manage competing demands, prioritize accordingly, be resourceful and have the ability to challenge business assumptions in a respectful yet vigorous way
- Solid organizational skills including acute attention to detail
- An effective communicator with strong written, verbal, and presentation skills

- High degree of proficiency with Microsoft Office products, specifically expert working knowledge of Excel and cash flow modeling
- Flexibility to work extended hours during peak periods or for special projects

WORKING CONDITIONS:

Physical Demands:

Requires sitting throughout most of the day, interspersed with short trips throughout the office as needed to file, print, etc.

Work Environment:

Primarily in an office environment.

Materials and Equipment Used:

Personal computer, 10 –key, phone, fax, and copier

We are an equal employment opportunity employer.

This job description is intended to indicate the kinds of tasks and levels of work difficulty required of the position given this title and shall not be construed as declaring what the specific duties and responsibilities of any particular position shall be. It is not intended to limit or in any way modify the right of management to assign, direct and control the work of employees under supervision. The listing of duties and responsibilities shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.

This Job Description does not create an employment contract, implied or otherwise, other than an “at will” employment relationship.

Role Summary:

Meritage Midstream is looking to hire a Corporate Finance Manager to join their team. This is an exceptional opportunity to join a company at an important time in their growth story and in a key role. The role will report to the Director of Finance and will have important exposure to senior management and as well as outside stakeholders.