

**QCR Holdings, Inc.**  
**Job Description**

**TITLE:** AVP IT Finance & Reporting  
**DEPARTMENT:** Information Technology  
**LOCATION:** Quad Cities, Cedar Rapids, Des Moines or Springfield  
**REPORTS TO:** CIO

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**JOB DEFINITION SUMMARY**

The AVP of IT Finance and Reporting is responsible for forecasting, analyzing and reporting on the financial and operational performance of the IT organization with regard to budgets (capital, expense, and project) and performance reporting as measured by established monthly operations scorecards and service level agreements. Partnering with key technology, business, and finance leaders, the ideal candidate will bridge the gap from strategic intent to transparent fiscal accountability to improve efficiencies and capture the maximum value from technology investments. As a key member of the senior IT leadership team, this role contributes to the development and execution of the enterprise-wide IT performance and is responsible for ensuring the financials are fully aligned to meet fiscal and service level objectives; while continuously improving the QCRH Employee and Client experience. This position requires a proven track record of competency with five to seven years of relevant experience.

**ESSENTIAL DUTIES**

- Develop and manage annual operating plan and monthly actuals and forecasts for the IT organization to meet current & future business goals
- Build strong processes for budget monitoring, tracking and reporting including but not limited to reporting monthly results, providing variance analysis, identifying risks and opportunities while challenging barriers to performance
- Lead the financial reporting, forecasting and optimization of technology spend by collaborating with senior IT leaders within the CIO organization, and in close partnership with Finance, Accounting and Charter Controllers
- Analyzes, forecasts and reports the capital and operational budget for the IT department and works with the Project Management Office (PMO) to vet costs for the IT component of business plans for other departments
- Build and articulate financial models founded in operational realities
- Engage with Senior Leadership to build long-term plans for the growth and optimization of our technology footprint and to communicate related financial implications to QCRH and our Charters
- Develop and implement an insight driven performance reporting framework built on the premise of 'Balanced Scorecard'
- Work with IT leaders to develop and institutionalize Service Level Agreements (SLA) for both internal services provided to external services consumed
- Conducts business service reviews with IT functional leaders to identify areas of improvement and establish plans for continuous improvement to ensure cost-effective delivery of IT services to meet and respond with agility to meet the needs of the business
- Build positive relationships across the technology and finance teams which enable open conversations and ensure fiscal responsibility and accountability
- Assist with M&A due diligence and integration of transactions
- Support periodic reviews by internal audit, risk and compliance teams and other risk-related functions as required
- Develop the maturity of the IT Finance & Reporting functions to continuously improve the efficient delivery of new and improved services and increases collaboration with other business and IT functions
- Serves on IT planning and policymaking committees and ensure the adherence to enterprise technology standards, governance processes and performance metrics
- Other duties as assigned

## **REQUIREMENTS AND QUALIFICATIONS:**

- Bachelor's degree in business, finance, accounting, IT or related field
- 5-7 years' experience in finance or procurement with IT management or leadership background preferred
- Experience building and managing complex IT budgets, analytics, forecasting and performance reporting activities in a cross-functional environment
- Experience in accounting, strong budget creation and monitoring abilities, and familiarity with external auditing processes
- Expertise in IT budget planning and financial management, preferably with showback/chargeback models
- Excellent Microsoft Excel proficiency with some working knowledge of financial systems including core and reconciliation applications
- Strong ability to build insightful financial models in Excel coupled with the ability to guide others on how to input and interpret the results
- Strong business & financial acumen, including tactical and critical thinking, analytical and problem-solving skills
- Able to anticipate immediate and long-term implications of financial decisions with an ability to identify interdependencies across multiple teams and/or initiatives
- Demonstrated experience developing performance measurement and reporting capabilities to communicate the value of IT and quality of service delivery
- Deep understanding of current and emerging IT finance and performance reporting practices
- Excellent administration, financial analysis and analytical skills with an ability to communicate clearly and concisely while demonstrating a strong attention to detail and desire to deliver results
- Must possess an aptitude for translating complex, technical subjects into clear, business-oriented communications
- Ability to network and build trusted partnerships and influence through insight and collaboration
- Self-starter, highly motivated and able to make decision independently in a dynamic environment
- Experience working with multiple levels of management in a matrix organization with competing demands on time and resources
- Understanding of and genuine interest in IT environments and technology trends preferred
- Comfortable with conflict and adept at problem resolution
- Effective influencing and negotiation skills in a highly dynamic and resource constrained environment
- Strong sense of self, ethics and effort, as well as the willingness to go the extra mile to achieve important business goals