



Title: Revenue Analyst
Report to: Controller
Location: Stamford
FLSA: Full Time/ Exempt
Schedule: Monday-Friday

Join the movement!

Who We Are:

buildOn is a not-for-profit organization working to break the cycle of poverty, illiteracy and low expectations through service and education. We're not a charity, we're a movement.

In the United States, we run intensive service learning programs in under-resourced, urban high schools in six major cities. Through these programs, buildOn empowers youth to transform their communities through high-impact service. Over the last 28 years, buildOn has empowered more than 100,000 urban youth to contribute more than 2.2 million hours of service that has touched the lives of more than one million people living below the U.S. poverty line. Moreover, 98% of buildOn students graduate high school, and most go on to college.

Globally, teams of students from buildOn programs fan out across the world to help build schools in the economically poorest countries on the planet. We have now built over 1500 schools in Haiti, Nicaragua, Mali, Burkina Faso, Senegal, Malawi and Nepal. More than 2.6 million children, parents and grandparents have attended these schools so far, while more than 200,000 attend buildOn schools every day. At least, 50% of these buildOn students are girls or women. Most importantly, community members have organized leadership committees and contributed more than 2.6 million volunteer work days to building their schools.

We hope you'll consider joining our team!

Who We Want:

buildOn is seeking an experienced and committed Revenue Analyst to join the finance team to help maximize its revenue and strengthen efficiencies and controls by leveraging buildOn's financial software programs. The Revenue Analyst will play an integral role to help improve financial systems, processes, forecasting, and analysis throughout the buildOn community. The Revenue Analyst will serve as a point of contact and will provide real-time financial reporting support across all departments, regions and countries. Reporting directly to the Controller, the Revenue Analyst will support and assist the Controller and finance team with essential financial management functions specifically related to revenue and cash operations and will conduct auditing, account reconciliation, revenue processing, and grant accounting.

To be successful in this role, the Revenue Analyst must demonstrate a keen understanding of the financial and administrative functions; regularly reviewing financial transactions and proactively preparing monthly, quarterly and yearly revenue reports to ensure buildOn achieves its revenue objectives.

This is an exciting opportunity for an energetic and motivated finance professional to join the movement as we continue to grow and change the world!

What You'll Do:

- Manage all streams of revenue and cash for \$20M operation
- Take lead on Salesforce database and reporting
- Take lead on FinancialForce Accounts Receivable and Revenue reporting
- Responsible for monthly Revenue Playbook and Special Event revenue reports



- Key Liaison between Finance and Development, providing necessary forecast reporting
- Lead on reconciling bank records for US accounts with revenue receipts
- Responsible for quarterly review of Allowance for Doubtful Accounts and prepare write-offs as required
- Assist with monthly Revenue Dashboard preparation
- Assist with annual audit preparation

What You Bring:

- Grit, resilience, solidarity and commitment around achieving our mission and core values
- Track record of leading by example with the ability to “roll up your sleeves” and serve as a team player to get the job done to reach key goals
- Bachelor’s degree with accounting, finance or a related concentration
- Two years of accounting knowledge, analysis and reporting of financial data experience
- Knowledge of Salesforce CRM database, and financial analysis software FinancialForce preferred
- Good working knowledge of Microsoft Excel is a must

What We Value:

We’ve identified a set of core competencies which you’ll need to thrive within the buildOn family.

- **TECHNICAL KNOWLEDGE:** Utilizes accounting acumen, business analysis, and technical knowledge to ensure excellence in all financial and data functions.
- **ATTENTION TO DETAIL:** A commitment to ensuring that information is accurate, complete, accessible and timely.
- **PROBLEM SOLVING:** Proactively seeks and analyzes information from a variety of sources to collaborate, solve problems and make decisions.
- **STAKEHOLDER FOCUS:** Provides best-in-class internal and external stakeholder support and engagement to drive clarity and ownership.
- **INTEGRITY & CONTROLS:** Intense focus on maintaining controls that ensure integrity in all finance and data operations.

What We Offer:

We offer a competitive compensation package, including: salary commensurate with experience, generous paid time off; a comprehensive benefits package including medical, dental, vision insurance, a flexible spending account, employee assistance program, retirement plan with an employer matching plan, commuter benefits, disability as well as life insurance. In addition, you will have the opportunity to work alongside mission-driven and dedicated colleagues across the world who are committed to breaking the cycle of poverty, illiteracy, and low expectations through service and education.

Apply Here: Please send a resume and compelling cover letter to: Financejobs@buildon.org

Our Commitment to Equity, Diversity and Inclusion

buildOn is committed to building and maintaining an inclusive environment that drives innovation, strengthens ONE buildOn and bolsters a culture where people truly feel valued, heard and respected. buildOn provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color religion, gender, sexual orientation, national origin, age, disability, marital status, amnesty, or veteran status.

To learn more about buildOn, please visit our website at www.buildOn.org