

Budget Analyst

Aliases: Financial Budget Analyst

Industry/Sector(s): BFSI

JOB DESCRIPTION ¹

The tasks a Budget Analyst is expected to perform include:

- Examining budget estimates for completeness, accuracy and conformance with procedures
- Analysing monthly department budgeting and accounting reports to maintain expenditure controls

WORK ENVIRONMENT ^{4, 1}

- It is a desk job
- Need not handle a team
- Local travelling is not part of this job role
- Part-time work and contractual jobs are available in some cities
- Work from home option is not available

Working hours

- Organizations usually work for 5/6 days a week and 8/9 hours everyday. This may vary from organization to organization
- Shift system is not available
- Overtime may be required

Is the job suitable for a candidate with special needs?

This may vary from organization to organization

EDUCATIONAL QUALIFICATIONS AND TRAINING ²

Preferably, graduate degree

KEY COMPETENCIES ¹

- Proficient in compiling and analysing accounting records
- Well-versed in interpreting budget directives and establishing policies for carrying out directives
- Knowledge of performing cost-benefit analysis
- Proficiency in reviewing operating budgets to analyse trends affecting budget needs
- Skilled in summarizing budgets and submitting recommendations for the approval
- Proficiency in using computers and various analysis tools

DESIRABLE COMPETENCIES ¹

- Ability to think pragmatically
- Reasoning skills
- Ability to interpret data

AVAILABLE SKILL TRAINING AND LEARNING INSTITUTES

Colleges across India

AVAILABLE SKILL TRAINING SCHEMES/SCHOLARSHIPS

For scholarship and schemes, use further links like:

- <https://scholarships.gov.in/>

SAMPLE OF TRAINING AND LEARNING COURSES

<http://www.knowledgehut.com/finance/budget-analysis-and-forecasting-training>

CAREER PROGRESSION PATH ¹

Junior Budget Analyst → **Budget Analyst** → Financial Manager
The progression is indicative

EXPECTED EARNINGS ³

- For new entrants - Rs 15, 000 to Rs 25,000 per month

These figures are indicative and subject to change

REQUIRED WORK EXPERIENCE ³

Some organizations hire new entrants too

PROBABLE EMPLOYERS ^{3, 2}

- Banks
- Non-banking financial units

KEYWORDS

- Financial Budget Analyst
- Budget Analyst

OCCUPATIONAL CODES AND STANDARDS

Standard	Code	Description
NCO 2015	2412.0300	Budget Analyst
ISCO 2008	2412	Financial and Investment Advisors
NIC 2008	70200	Management consultancy activities
QP Reference	Not available	Not available
NSQF	Not available	Not available

REFERENCES

1	National Classification of Occupations Division 2
2	http://jobsearch.naukri.com/job-listings-Budget-Analyst-Quintiles-Bengaluru-Bangalore-3-to-5-years-130415002596
3	http://www.naukri.com/job-listings-Opening-for-Financial-Analyst-Jobs-Mart-Recruitment-Services-Bengaluru-Bangalore-Chennai-Pune-0-to-5-years-060716002937?src=seo_srp&sid=14678259334170&xp=15&qp=financial%20analyst&srcPage=s
4	http://www.ccdisabilities.nic.in/page.php?s=reg&t=def&p=list_jobsNew