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# Example of Accountant, Fund Accountant Job Description

Our innovative and growing company is hiring for an accountant, fund accountant. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for accountant, fund accountant

* Participate in the preparation of annual fund financial statements in accordance with US GAAP
* Perform detailed financial statement reviews, tie-outs to supporting work papers, and corporate trading entities
* Liaise with internal resources and external fund administrator, corporate service providers and external auditors
* Assist in preparing regulatory filings such as quarterly and annual filings
* Assist with monthly, quarterly and annual closes of the corporate trading related entities
* Create documentation for fund processes / policies and procedures / new funds
* Participate in the PM trading team compensation analysis process
* Enhance, automate and streamline work processes
* Accounting & monthly reporting for c
* Review Fund Administrator NAV and Investor Allocations

## Qualifications for accountant, fund accountant

* Accounting or part accountant qualified desirable
* Knowledge of Hedge Fund Investor Capital and Profit & Loss Allocations process, including calculation of complex incentive and management fee rates, hurdle rates, side pocket accounting and profit & loss allocation
* 3 to 5 years of public accounting
* Comprehensive working knowledge of all aspects of the NAV calculation processes
* Experience with Financial Reporting / Statement Preparation, Month-end Close, and Net Asset Value
* Oversee year-end financial statement audits & financial statement prep, portfolio analysis, internal reporting, portfolio and client reporting