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# Example of Accounting Analyst Senior Job Description

Our growing company is hiring for an accounting analyst senior. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for accounting analyst senior

* Analyze existing processes and identify, recommend and implement process improvements to drive efficiencies
* Familiarize yourself with various finance processes of a multinational enterprise with global reach
* Journal entries, reconciliations and analysis
* Prepare monthly financial schedules
* Actively participate in and support special projects as assigned
* Assist with month end closing activities including journal entries and month-end reporting
* Highly visible role providing support to senior leaders
* Identify and explain material budget vs
* Assess the impact of variances on the financial forecast
* Support and oversight of junior staff

## Qualifications for accounting analyst senior

* Proficiency in Excel a must and working knowledge of MS Office
* Knowledge of Accounts Payable best practices a plus
* Ability to work well in a dynamic, results oriented and cross-functional team environment
* 2-3 years of progressively responsible accounting or tax experience with a corporate tax department and/or licensed public accounting firm
* Knowledge of HFM, Onesource or similar systems, a plus
* Active CPA required including at least 3 years of experience with a Big 4 public accounting firm preferred