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# Example of Associate Controller Job Description

Our company is growing rapidly and is looking to fill the role of associate controller. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for associate controller

* Act as a liaison with Corporate to assist in all aspects of financial reporting including sales reporting, financial review, processes assistance
* Coordinate and supports the Company's strategic and operational planning
* Summarize findings on the monthly, quarterly and annual reports to senior management, auditors and regulators
* Assist with budget preparations and monthly budget / actual reporting analyses
* Ownership of the internal control environment including annual SOX testing plans
* Support various Corporate and UHCG special projects as required
* Establish and drive department goals including cross department transactions, training, process efficiencies
* Manage local controllership function and provide financial oversight on the local business
* Provide support to the organisation in areas such as
* Run Risk and P&L explain for the trading desk, with an emphasis on understanding the story behind the numbers from a commercial and trading standpoint

## Qualifications for associate controller

* Accounting or Financial degree
* Knowledge in banking and investment products
* Good knowledge of regulatory environment
* Strong team-player, able to manage competing demands and meet tight deadlines
* Local or international Accounting qualification (CA,ACCA,ACMA,orother) preferred
* Fluency in English and local language mandatory; third regional language preferred