Downloaded from <https://www.velvetjobs.com/job-descriptions/cib-fund-accounting-specialist>

# Example of CIB-Fund Accounting Specialist Job Description

Our growing company is hiring for a cib-fund accounting specialist. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for cib-fund accounting specialist

* Preparation of core reconciliations in order to ensure the accuracy of the NAV
* Preparation and processing of income and expense accruals
* Escalate and resolve issues in a timely manner
* Financial statement preparation and assistance on audit process
* Drive and lead initiatives across key business pillars namely Efficiency, Controls, Audit and BCP
* Encourage innovative culture within the team
* Lead / Encourage and Participate in L&D sessions
* Should be a quick learner and should possess sound judgement
* Individual should possess experience of working in Fund Services Operations – Fund Accounting, Trades, Reconciliations, Asset Servicing, Financial Reporting & Asset Servicing
* Day to day inquiry management & resolution of escalated client exceptions

## Qualifications for cib-fund accounting specialist

* Graduate / Post graduate with 8- 10 years’ experience preferably in Financial Sector industry
* Ability to influence and engage key stakeholders
* Ability to lead team and work across regions
* Self motivated and project oriented
* Efficient in researching discrepancies between trade files and front end systems
* Ability to work under severe pressures and with strict deadlines