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# Example of Collateral Analyst Job Description

Our company is hiring for a collateral analyst. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for collateral analyst

* Document thoroughly all business requirements including current and future state process diagrams
* Work with the Project team including Project Manager, Functional Analysts, developers, Test Manager, Test Lead, Testers
* Identifying risks/issues with requirements and their mitigation and communicating to the project manager and stakeholders
* Fund and set up new loans on the Stucky System
* Analyze and review borrowing certificates, Accounts Receivables Agings, Accounts Payable Agings and Inventory Reports on a weekly, monthly or quarterly basis as required by the approved Credit Memorandum or other Credit Administration approvals -Prepare weekly/monthly/quarterly monitoring Report for submission to Credit Quality Management
* Review and resolve collateral disputes using various firm tools while liaising with clients, trading, Controllers, Credit
* Use your inquisitive mindset to identify control weaknesses with respect to process flow methodology develop an understanding of how cash flows and trades are valued and discounted inline with LIBOR and CSA specific methodologies
* Works with the Team Manager to formulate Borrowing Base Certificate formats for client use
* Provide guidance in the development of the technical design, test plans, and user documentation
* Provide support in implementation/conversion/client on boarding strategy planning and gap analysis

## Qualifications for collateral analyst

* Strong counterparty credit risk methodology background, preferably from a top tier firm
* Ability to successfully deliver projects within the agreed time scale
* Clear and demonstrable familiarity with counterparty risk metrics such as PFE, EE, EPE, NE, EEPE, Collateral
* Clear and demonstrable familiarity with market risk metrics such as VaR, IRC, RNIV
* Good understanding of statistics and familiarity with sophisticated tools for numerical analysis (eg
* Relevant working experience in either Risk Management or quantitative modelling of exotic parameters