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# Example of Financial Accounting Analyst Job Description

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

## Responsibilities for financial accounting analyst

* Ensure accurate and timely legal entity accounting and analysis
* Complete and / or review assigned balance sheet reconciliations and month end control activities within required timelines
* Maintain strong internal controls and ensure continued compliance with SOX
* Actively participating in continuous improvement, standardization and re-engineering of processes and controls and implementation of best practices
* Utilizing strong technical accounting knowledge in order to arrive to and document accounting conclusions
* Preparing and reviewing monthly balance sheet account reconciliations, journal entries, accruals
* Preparing data analysis and supporting schedules required in an audit processes
* Taking active part in international accounting and cross-functional projects from scoping through to
* Take part in global process improvement projects
* Support Treasury in bank reconciliations

## Qualifications for financial accounting analyst

* Perform compliance approval on all marketing spend
* Assist with new user training and work closely with internal and external system support to resolve system issues
* Timely budget adjustments for approved incremental funds or budget cuts
* Ad-hoc analysis and reporting to support business needs
* BS in Finance, Accounting, or other analytical field
* CPA or CMA certification preferred and may be required for some positions