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# Example of Fixed Assets Analyst Job Description

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

## Responsibilities for fixed assets analyst

* Perform period-end closing activities to ensure timely and accurate reporting of the US GAAP and statutory financial statements
* Be responsible for reporting of financial information to management and other external authorities (statistics)
* Deliver a range of month end close activities on time and to high standards of accuracy
* Analyse and improve both processes and systems
* Investigate and resolve complex problems
* Make sure reconciliations and controls are performed to high standards of accuracy
* Apply high levels of internal customer service and work closely with the business finance teams
* Organise the work of team members and finance professionals in line with team manager’s direction
* Ensure team members and finance professionals are coached and trained
* To use knowledge of SAP in order to aid in the integration of processes between EE & BT on two different sytems

## Qualifications for fixed assets analyst

* Previous Multinational experience
* Prepare external Census information
* Bachelor’s degree and 2+ years of related tax experience
* CorpTax, PowerTax, Access or SAP experience is a plus
* Exposure to regulatory accounting is a plus
* 3-4 years of industry and/or public accounting experience (preferably fixed asset related)