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# Example of Fund Accounting Specialist Job Description

Our company is growing rapidly and is hiring for a 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 fund accounting specialist

* Support Account Management and business development activities
* Support Fund Launches and process
* The team will manage the end-to-end data functions, product generation and associated client interactions for the IPD suite of products
* Perform reconciliation between Custody and Fund Accounting Platform of cash transfers linked to financial markets and fund events
* Use the Fund Accounting and Financial knowledge to advise Fund Accounting team in Luxemburg on identified items
* Analyse, comment and act upon identified issues in accordance to the Standard Operating Procedures
* Collaborate on a daily basis with Fund’s counterparties located in different countries
* Adherence to high quality standard of services provided established controls
* Perform any other tasks assigned by the superior unless they are contrary to the law or the contract of employment
* Coordinate the annual audit for 80+ funds

## Qualifications for fund accounting specialist

* Ability to work a minimum 7.6hr shift
* Investran and Cascade proficiency strongly preferred
* Waterfall Software strongly preferred
* Ability to read and analyze a Fund Limited Partnership Agreement (“LPA”), the legal document that governs the waterfall calculation strongly preferred
* Ability to translate language from LPA to business requirements strongly preferred
* Desire and proven ability to master accounting applications strongly preferred