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# Example of GL Analyst Job Description

Our company is looking to fill the role of GL analyst. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for GL analyst

* Work with Controller to develop and manage accounting policies, processes and procedures
* Identify and/create process improvements
* As part of the conversion process, tests customized software against customer specific needs, shares with customer reports and application specific data that reflects how conversion data will be processed
* Coordinates and conducts readiness review
* Reclasificacion de gasto
* Troubleshooting and Analyzing of Data and Application Issues within the HCM System, in particular HR-GL functionality (10%)
* Analyze and prepare journal entries to defer revenue and/or release previously deferred revenue
* Shipment Report vs
* Shipment Report audit
* Analyze and book journal entry corrections for misclassified revenue-related entries booked directly through Oracle sub ledgers

## Qualifications for GL analyst

* Minimum of 2 full lifecycle Oracle GL implementations
* Financial analysis experience required
* Experience in equity and debt capital markets
* Graduate of Bachelors of Science in Accountancy
* 2-3 yrs of experience, 2 year of relevant accounting/book keeping experience( internship, training while graduation should not be treated as experience, only experience post graduation should be considered to arrive years of experience)
* Preferably knowledgeable in ERP system