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# Example of Hedge Fund Accounting Job Description

Our company is growing rapidly and is looking to fill the role of hedge fund accounting. 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 hedge fund accounting

* Work with operational teams and functional partners to maintain high client satisfaction scores
* Ensure that quality and timeliness deliverables are tracked and SLA's met
* Act as an escalation point for operations teams
* Develop strategies and oversee project plans for meeting operational objectives
* Develop and Effectively Manage the Operations
* Monitor productivity, associate development and implement appropriate strategies to continue strengthening the operations team
* Monitor service level standards and provide senior management with compliance reporting
* Ensure appropriate operational control procedures are appropriately documented and maintained to limit corporate exposure
* Ensure that operations procedures and workflows are executed in accordance with local regulations
* Maintain an environment where processes and controls are continually monitored and potential risks escalated on a timely basis

## Qualifications for hedge fund accounting

* Understanding of the security types making up the portfolios and how they trade, , equities, fixed income securities, mortgage-backed securities, derivatives
* Understanding of the overall direction of the AIS business and the relationship of these goals
* Bachelor's degree in finance or accounting, Chartered Accountant or MBA preferred
* Minimum of ten years industry experience including management of large teams
* Strong knowledge of hedge fund investment types
* Strong management skills with ability to effectively lead teams remotely