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# Example of Liquidity Reporting Job Description

Our innovative and growing company is looking for a liquidity reporting. 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 liquidity reporting

* Focus on the development and build out of the infrastructure to create new reporting from General Ledger to provide transparency on funding and liquidity revenues and expenses
* Create the CCAR budgeted P&L for Treasury and Bank resource Management activities
* Work with Funding Controllers to develop commentary of P&L changes for weekly/quarterly basis
* Present financial results to Treasury and Finance management
* Develop strong working relationships with Corporate Treasury, Bank Resource Management, Product Controllers, and other teams across the Company
* Documenting procedures and controls related to regulatory filing
* Preparing ad-hoc analyses and management reporting as needed
* Act as a primary member of the monthly regulatory Liquidity reporting process
* Ensure all reporting adheres to our internal control and governance framework
* Liaise with the Finance Change and IT teams on current and future deliverables

## Qualifications for liquidity reporting

* Adept at working in a fast-paced, high-energy level environment with evolving requirements
* MBA or other post-graduate degree preferred
* Strong systems skills, particularly with MS Excel and MS Access
* Well-developed understanding of liquidity concepts and practices, capital markets products and financial reporting systems
* Experience in managing large amounts of data with a strong attention to detail
* Take ownership of reporting a particular product type or collation of a specific report