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# Example of Liquidity Reporting Job Description

Our company is growing rapidly and is hiring for a liquidity reporting. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for liquidity reporting

* As part of the design of an IT solution to perform the calculation of the liquidity ratios, the candidate will be required to participate in user acceptance testing and will participate in working groups in charge of the design and implementation of the IT solution
* The role has responsibility for production and review of the Complex Institution Liquidity Monitoring Report (FR 2052a) submitted to the Federal Reserve Bank of New York on a daily basis
* Responsibility for the day to day management of LMR staff members
* Oversee regional liquidity rule application, interpretation, engaging Risk and Regulatory Policy to provide solutions in relation to regulatory reporting
* A high profile and dynamic role with extensive exposure to senior management that will elevate forward the US liquidity reporting process by designing, implementing and managing change in an evolving area
* Assisting in the accurate and timely preparation of all financial returns
* Assist in Head Office and MAS Liquidity Reporting
* Assist the Managers in the operation of Financial Reporting Department including Head Office Reporting, Regulatory Reporting and Tax Reporting
* Assist in department's ad-hoc projects implementation and departmental matters when required
* Identify and contributing to the implementation of changes in the department to meet Bank / local regulations and / or increase efficiency / accuracy of workflows

## Qualifications for liquidity reporting

* Product and accounting knowledge in investment banking and wealth management
* Knowledge of the regulatory liquidity framework and new Basel 3 Liquidity rules
* A minimum of 2 years of experience in Banking is required, preferably with a focus on treasury management, capital markets, or regulatory reporting
* Effective analytical and communication skills, strong results focus are required to achieve objectives under tight timelines
* The incumbent assists and handles the review of various local and head office financial reporting and taxation returns
* Ensure timely and accurate submission of all financial, regulatory and tax returns to the Head Office, the MAS and the tax authorities respectively