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# Example of Reporting Accountant Job Description

Our company is searching for experienced candidates for the position of reporting accountant. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for reporting accountant

* Work with the Accounting Standards department to lead implementation of newly released accounting guidance and establish internal processes to accurately compile information for disclosures in the SEC filings
* Research new accounting policy and maintain the funds’ existing policy library
* Work directly with internal groups such as NAV, Fund Operations, Private Equity Accounting, Investor Reporting, Compliance, Tax, Management Company and Investor Relations to support the financial reporting and regulatory reporting responsibilities
* Review of monthly, quarterly and annual client accounting and tax reporting deliveries
* Responsibility of monthly and quarterly regulatory returns
* Ensure the business remains compliant, keeping abreast of all legislation changes and up to date knowledge of Solvency 2/Pillar 3
* Working closely with the internal reporting team assisting with financial and management reporting
* Internal business partnering, working closely with senior stakeholders and management providing ad hoc analysis and reports
* Financial statement preparation (quarterly and year end), including all supporting documentation and footnote requirements (Fair Value notes, FAS 161, ASU 2011-11, Fund Returns)
* Coordination with funds external auditor to facilitate all interim and year end requests

## Qualifications for reporting accountant

* Flexibility when solving and making decisions taking into account a broad range of internal and external factors
* Identify and cultivate relationships with key stakeholders
* Qualified/Part Qualified Accountant (ACA/ACCA/CIMA)
* Or other major ERP systems
* ACA or ACCA qualified - newly qualified or 1-2 years' pqe in an industry reporting role
* Ability to work in a fast paced environment that thrives on change