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# Example of Senior Analyst, Accounting Job Description

Our innovative and growing company is hiring for a senior analyst, 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 senior analyst, accounting

* Complete quarterly SOX testing related to Plant Books files
* Month-end close responsibilities (journal entries, account reconciliations, SOX testing)
* Coaching / training and development of staff
* Review of more Material / Complex / Visible Balance Sheet account reconciliations
* Utilize data query / financial systems to gather and analyze data to use for various business decisions / internal management reporting
* Establish accounting/forecasting procedures to support Energy Resources Business Services (ERBS) and Energy Supply
* Serve as main point of contact for accounting/forecasting for ERBS and Energy Supply
* Support month end accounting close process, including update current year forecasts, post journal entries, analyze variances to budget/forecast
* Maintain master change log file to track monthly changes to original budget
* Analyze E&S and A&G overhead loadings monthly and submit updates to Corporate Accounting twice annually

## Qualifications for senior analyst, accounting

* Banking/financial institution experience strongly preferred
* Must work collaboratively and possess a strong work ethic
* Big four accounting experience and CPA certification is a plus
* Attention to detail, an ability to understand complex business and financial matters, and the ability to challenge when necessary
* Critical focus on continuous improvement initiatives that increase the efficiency, accuracy, and timeliness of all SOX deliverables
* Communicate somewhat complex, technical information and key findings, including providing subject matter expertise and recommendations, to senior management