Downloaded from <https://www.velvetjobs.com/job-descriptions/systems-accountant>

# Example of Systems Accountant Job Description

Our innovative and growing company is looking for a systems accountant. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for systems accountant

* Manage the integrity of the master data files and how master data flows between systems
* Maintain a control process for users, elements and report requests and set up
* Manage the Business Objects reporting environment for retail stock and sales transactions
* Support the monthly management accounts reporting through production of the pack for board review
* Develop and improve reporting capability to streamline processes and deliver better automation
* Provide support on project work across the finance team as required
* Assisting the Systems Accountant on a day to day basis and on-going projects
* Run workshops for finance and other departments (Sun, iPOS, MS Dynamics, Webexpenses)
* Support users on the purchase order and expenses system
* Liaise with 3rd party software resellers

## Qualifications for systems accountant

* Working knowledge of U.S. GAAP accounting and reporting
* Experience with EA financial systems (HFM/AGIS/Smartview) a plus
* Educated to degree level or equivalent in Business Studies/Finance
* OBIEE 11g knowledge of writing reports and resolving issues
* Strong academic pedigree (CPA OR MBA from Top 10 schools)
* Excellent communication skills and polish