



# Example of Accountant, Fund Accountant Job Description

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Our innovative and growing company is hiring for an accountant, fund accountant. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for accountant, fund accountant

- Participate in the preparation of annual fund financial statements in accordance with US GAAP
- Perform detailed financial statement reviews, tie-outs to supporting work papers, and corporate trading entities
- Liaise with internal resources and external fund administrator, corporate service providers and external auditors
- Assist in preparing regulatory filings such as quarterly and annual filings
- Assist with monthly, quarterly and annual closes of the corporate trading related entities
- Create documentation for fund processes / policies and procedures / new funds
- Participate in the PM trading team compensation analysis process
- Enhance, automate and streamline work processes
- Accounting & monthly reporting for c
- Review Fund Administrator NAV and Investor Allocations

## Qualifications for accountant, fund accountant

- Accounting or part accountant qualified desirable
- Knowledge of Hedge Fund Investor Capital and Profit & Loss Allocations process, including calculation of complex incentive and management fee rates, hurdle rates, side pocket accounting and profit & loss allocation

- Comprehensive working knowledge of all aspects of the NAV calculation processes
- Experience with Financial Reporting / Statement Preparation, Month-end Close, and Net Asset Value
- Oversee year-end financial statement audits & financial statement prep, portfolio analysis, internal reporting, portfolio and client reporting