Our growing company is searching for experienced candidates for the position of analyst, external reporting. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for analyst, external reporting

- Create and maintain monthly accounting schedules as support for balance sheet account reconciliations and financial audits, and provide analytic support to business partners as required
- Perform general accounting activities in the SAP general ledger, which includes preparing and uploading journal entries related to more complex transactions and use of the Comprehensive Accounting Excellence (CAE) tool
- Ensure compliance with SOX Controls and CAG policies
- Participate in and perform period-end close activities to ensure timely completion of assigned tasks, including identification and resolution of unusual items and issues in a timely and accurate manner
- Prepare monthly accounting schedules as support for the balance sheet account reconciliations and financial audits, and provide analytic support to business partners as required
- Assist in the preparation of the quarterly cash flow statement for the 10Q/10K reporting
- Perform general accounting activities in the SAP general ledger related to derivatives and debt
- Become knowledgeable about XBRL reporting
- Maintain effectiveness of processes, procedures, and control environment
- Prepare and review external reporting including proposed Results Announcements, Investor Presentations and AFR disclosures

- Acute attention to detail and control driven mindset
- Minimum of four years experience, preferably in public accounting
- Advanced financial analysis skills and experience
- Knowledge of firm's financial and reference data systems other financial applications (FDW, Business Intelligence, TOAD, ALM, R-Sam, Alacrity, HP Service Manager and AxiomSL)
- SEC audit experience strongly preferred
- A CPA or CMA certification is required, although a CPA is strongly preferred