



Example of Banking Accountant Job Description

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Our growing company is hiring for a banking 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 banking accountant

- Assist in the review of accounts payable
- Prepare and enter daily and monthly general transactions including investment activity and schedules, employee payroll, loan participation, pension and 401(k) entries
- Analyze, reconcile and review general ledger
- Prepare summary journal vouchers and verify all other vouchers and cash received have been properly balanced and authorized
- Review and analyze financial data
- Examples of reports include monthly financial statements, cash balancing report, daily cash flow report, and share insurance reports
- Post and reconcile the subsidiary records for the accrued income from investment accounts
- Post investment interest checks
- Review daily cash balances
- Research and adjust all open items, cash imbalances and variances

Qualifications for banking accountant

- Minimum of five years' accounting experience in the banking industry
- Strong attention to detail and ability to multi-task is required
- Responsible for the preparation of various internal and external reports in conjunction with other team members
- Assists with the preparation of monthly closing entries within general ledger

- Assists with the timely and accurate flow of management and financial information, and prepares analyses of data trends, financial forecasts, communicating this information effectively verbally or in writing
- Assists with the general ledger ensuring that all processes and procedures are followed, maintained and in compliance with accounting policies and procedures