



Example of Control Analyst Job Description

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Our company is growing rapidly and is looking for a control analyst. 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 control analyst

- Provide daily, weekly, and monthly reporting to management including variance analysis
- Running the process of cycle counts
- Lead the path to Advance Supply Chain Planning(ASCP) for Inventory Control
- Manage/oversee the activities being performed by the BPO (IBM) team in Bangalore in support of the business
- Support Operational change and ensure evidence relating to change is fully documented
- Collaborate with Materials Ordering to ensure in/max levels are addressed in a timely matter
- Interacting and liaising with teams across the firm including front office, Clearing and Settlements, Legal and Compliance, and Product Control
- Reviewing and overseeing the monthly close process and annual audited financial statements for master and feeder funds prepared by Administrator, Northern Trust Hedge Fund Services
- Independently owning and driving results for projects while working with technology teams and business stakeholders
- Completing monthly closes process and consolidation for select holding companies

Qualifications for control analyst

purchase orders

- University or College Degree in Business Management, Risk Management (Operational), or related discipline
- Qualified Chartered Accountant or any other accounting/finance related degree
- Experience in financial accounting and regulatory reporting
- Knowledge of RBI guidelines and Tax Laws
- Familiarity with Agency & Regulatory guidelines/programs (i.e., Fannie Mae, Freddie Mac, Jumbo, FHA, VA,) preferred