



Example of Financial Reporting Associate Job Description

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Our innovative and growing company is searching for experienced candidates for the position of financial reporting associate. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for financial reporting associate

- Representing the financial reporting team on specific projects relating to clients, process improvements, and product development
- Reviewing work prepared by the company's Accounting staff
- Training, developing and managing staff located in NYC area, London and or India
- Growing the financial reporting business within the company's Financial Services
- Integrating accounting regulations into the the company's client financial statement production process
- Preparation of periodic Luxembourg Regulatory Reporting
- Preparation of Annual and Interim Financial Statements for Funds
- Preparation of annual tax reporting data due to tax agents
- Auditor & Client liaison
- Preparation of periodic Luxembourg Regulatory Reporting for the Investment Funds under administration

Qualifications for financial reporting associate

- Have a strong technical accounting understanding of the accounting treatment of the portfolio of products in the Bank
- Self-starter, progressive thinker, strong analytical, organizational and time management skills

- At least 6 years experience in financial accounting/tax within financial and/or professional services
- Solid experience in statutory reporting and applications of accounting standards in accordance with AASB & IFRS and tax reporting specifically in income tax returns and trust distribution calculations