



Example of Financial Reporting Senior Analyst Job Description

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Our innovative and growing company is searching for experienced candidates for the position of financial reporting senior analyst. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for financial reporting senior analyst

- According to Generally Accepted Accounting Procedures (GAAP), prepares income and balance sheet statements, consolidated statements and various other accounting statements and specialized financial reports
- Other internal report development and support using Hyperion Reports and Hyperion Essbase for Accounting and Finance department for use in the monthly close and consolidation process tax reporting
- Prepare, update and maintain key internal financial reports utilizing a combination of Hyperion Reports and Essbase reports for utilization by members of the accounting and finance department along with senior management
- Take part in the accounting workflow in the operations of FARSA, comprising the preparation and processing of journal entries into ledger systems
- Review deal terms in deal summaries / abstracts and confirm reporting requirements, validating the deal set-up and proper conversion of legacy system data
- Assess data sources (including revenue, distribution expenses, production costs and investment) from various international territories and identify data requirements
- Prepare participations statements, production cost and interest schedules, leveraging a new state-of-the-art Participations system, WB's enterprise SAP

- Prepare monthly cash flow forecasting for film, television, home entertainment, games, and new media reporting for Corporate Treasury utilizing the latest projections from WBEI Financial Reporting & Budgeting, various reports, and specialized media knowledge
- Identify improvements and enhancements related to FCRA's participations system (aka Sylvester) and participate in design and testing
- Assist external and Internal auditors as needed

Qualifications for financial reporting senior analyst

- Very strong to expert competency with MS Excel, Word, and PowerPoint required
- Must have excellent written and verbal communication skills, including development, documentation, and delivery of training materials
- Paralegal/Contract Administration experience a plus
- Must have the ability to read and interpret legal contracts and to comprehend legal terminology
- Must have excellent verbal and written communications skills including the ability to work effectively with attorneys across multiple business units
- Must have very strong analytical skills and excellent attention to detail