



Example of Investment Accounting Analyst Job Description

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Our innovative and growing company is looking for an investment accounting 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 investment accounting analyst

- The Senior Financial Analyst will be responsible for the full coordination of the NAV error correction process
- Review of risk events entered into the incident risk management system by the analysts to ensure accurate information and proper documentation for presentation to management, ensure proper follow up on action items and updates
- Monitor trends and new external processes or practices related to finance and accounting of investment funds and recommendation of new oversight services, implement KPI's for the services within the team
- Participate into the testing of key controls within Investment Operations and communicate quarterly findings to management
- Participate/lead projects, assist in the problem solving of within Investment Operations, mapping of processes within Investment Operations, and provide professional recommendations for improvements
- Coordinate with external/internal/regulatory auditors
- Provide accounting guidance for new and developing derivative programs, oversee and report for entities in North and Central America
- Research and resolve inquiries/issues
- Perform special projects to improve process efficiency and performance
- Provide value-added analysis and clear, concise commentary on proposed project documents for system changes impacting IFM

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- Strong understanding of application production support, configuration processes, and underlying technologies such as middle tier architecture, Windows Server, and Oracle
 - Experience with batch job scheduling, Autosys experience preferred
 - Knowledge of the Asset Management industry and related computer applications and business procedures
 - Excellent communication, presentation, influencing, and reasoning skills that demonstrate the ability to communicate information technology concepts to non-technology personnel
 - Knowledge and experience with project management methodologies and facilitation techniques in order to lead large projects
 - Experience working with various types of service vendors in the Information Technology or Asset Management industries