Example of Reporting Manager Job Description

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Our company is searching for experienced candidates for the position of reporting manager. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for reporting manager

- Coordinate and assist in review of stat-to GAAP reconciliations
- Analyze financial data and identify trends
- Assist in the preparation and review of the Quarterly and Annual Financial Statements and Footnotes included in the Form 10-Q and 10-K
- Participate in the quarterly close and review of supporting schedules
- Carry out other reasonable duties as requested
- Support other special projects
- Lead an assigned team of five to eight accountants and senior accountants
- Monitor changes in accounting guidance and new transactions and events and work with business partners to update disclosures in a timely manner
- Provide work direction and thought leadership to a team of accountants
- It is critical to do GL review, group internal RI reconciliation and settlements monthly, quarterly, half yearly and yearly closure

Qualifications for reporting manager

- Strong analytical ability of financial data
- A minimum of 5 years experience in accounting and financial reporting
- Bachelor’s or advanced degree in Accounting/Finance or related fields required
- Minimum 5 years related experience in Finance or Accounting
- International and/or entertainment industry experience a plus
- Looking for a self-starter who is independent and can help identify projects