



Example of Senior Financial Reporting Associate Job Description

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Our company is hiring for a senior financial reporting associate. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for senior financial reporting associate

- Perform the day-to-day management of corporate accounts including the preparation of journal entries, performance of account reconciliations and analysis of account balances
- Identify and implement incremental process improvements when appropriate
- Determine appropriate accounting for significant transactions, research technical accounting issues and draft accounting memos to support accounting conclusions under both GAAP and IFRS
- Assist in the implementation of new accounting standards and preparation of standard global accounting policies under both US GAAP and IFRS
- Assist in special project and initiatives
- Lead the audit coordination of the clients' annual reporting process
- Train staff on financial reporting roles and responsibilities
- Assist the VP in administrative corporate reporting
- Preparation of consolidated external reporting, including quarterly and annual financial statements, offering memoranda, and the preparation of the related supporting workpapers
- Multi-currency global consolidation and close process, including the maintenance of the close calendar and coordination with the global business units to ensure the consolidation is performed on a timely basis

Qualifications for senior financial reporting associate

- Able to organise self (and others if applicable) including effective scheduling,

- Bachelor degree in Business, Accounting, Finance preferred
- 7-10+ years of overall professional experience in accounting/finance/technology disciplines such as Accounting, Financial Reporting, Data Management, Business or Process analysis, Statistics, Database management, or related field
- Ability to provide solutions for issues and select appropriate solution
- Ability to maintain composure and keep a positive approach while adapting to and managing change in a dynamic environment
- Ability to interact, influence and lead others across all levels of the organization (peers, managers, direct reports and junior colleagues) within role parameter