

## Treasury Analyst

**Benefits:** Candidates on temporary assignment may qualify for our competitive benefits package which includes group health, life and disability insurance and voluntary benefits such as retirement savings and holiday pay.

**Salary range:** \$45.00 to \$55.00 hourly  
**Employment status:** Contract / Temporary

### Description

#### Job Responsibilities:

- Performs daily cash positioning, including short-term investing in money market funds, following established procedures.
- Leverages existing technology to perform daily reporting and analysis of cash flows to provide insights to management.
- Maintains Treasury Management System ("Reval") and supports the accounting team as it relates to cash, investments and related accounts.
- Carry out cash management operations including timely payment of EFT requests.
- Assist with development and maintenance of the optimal cash management liquidity structure.
- Assist in the review of bank account structure and provides feedback regarding optimization of our existing bank structures.
- Analyzes options for improvement on processes and scalability via automation and system connectivity (including Tableau, TMS, ERP, etc.)
- Drives reporting, prepares, and maintains data for cash balances, and merchant transactions.
- Support the rollout of new initiatives in the cash management, cash forecasting, merchant processing, and reporting areas within the treasury department.
- Assist with creating and maintaining the cash flow forecast for SHC and all its entities.
- Management of bank fee analysis system ("Fiserv") and the allocation of bank fees within the organization.
- Perform miscellaneous Treasury-related duties as assigned, and back up other functions within Treasury (debt, leasing, retirement plans and pension) as needed.
- Provides audit, internal compliance, and due diligence support.

### Requirements

#### Our client is specifically looking for candidates who have:

- Bachelor's degree in a work-related field/discipline from an accredited college or university.
- A minimum of two to five years of directly related work experience.
- Solid understanding of cash management, banking, and investments
- Familiarity with Merchant card processing and related activities is preferred
- Experience with Reval or any other treasury workstation system is preferred
- Must be proficient in Microsoft Excel
- Experience with a reporting platform such as Tableau, PowerBI is a plus

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**This Job Posting will expire in 10 days.**