

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.