**Laura Yates**

**Triangle Professional Search**

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**POSITION:** Senior Financial Analyst

**LOCATION:** Raleigh, NC

**DEPARTMENT**: Treasury

**REPORTS TO:** Assistant Treasurer

**MAJOR DUTIES/RESPONSIBILITIES**:

**Cash Flow Forecasting**

* Responsible for the consolidation of the individual entity 13 week cash flows on a weekly basis into the Global 13 Week Cash Flow Forecast.
* Perform analysis of information submitted weekly by the entities on their 13 week cash flows and research/inquire regarding changes and/or difference with the actuals.
* Responsible for the preparation and review of cash flow schedules as determined by the Assistant Treasurer and Manager of Accounts Receivable Securitization (“MARS”).
* Communicates with regional management and origin management as required to understand cash cycles and cash flows to increase accuracy of the cash forecast.
* Liaise with Treasury personnel to ensure cash reporting procedures are effective and efficient.
* Maintenance of the various Forecast and cash reporting schedules used by the Treasury group.

**Foreign Exchange Risk Management**

* Work with Treasurer to determine appropriate derivative including deliverable, non-deliverable and option to be utilized based on the requirements of the situation being contemplated.
* Develop information outlining profit and loss impact, cash impact, non-cash impact as well as financial statement impact. Make recommendation based on review, analysis and projections to ensure correct hedging levels.
* Ensure all proposed transactions are documented and approved based on approval levels stated within the AOI Operating Guidelines.
* Preparation and analysis of mark-to-market calculations. Provide accounting required monthly and quarterly entry as calculated through Hedge Trackers system.
* Maintain daily log of all derivative transactions including terms and conditions, settlements and notional exposure. Maintain all paper files ensuring properly executed documentation is returned to the banking institution for transactions entered into.
* Work with Corporate Accounting group to ensure documentation and accounting for derivatives is accurate and complete
* Manager of Hedge Tracker system and related tasks.

**Securitization**

* Serve as primary backup for MARS on all securitization programs.
* Assist MARS as needed with annual audits of the securitization programs.

**Financial Modeling**

* Works with Treasurer and Assistant Treasurer to build and maintain models as required.

**Other**

* Various responsibilities in SAP related to vendor banking setup and clearing of general ledger cash accounts.
* Assist Treasurer and Assistant Treasurer as needed on special projects.

**POSITION REQUIREMENTS:**

* Bachelor’s degree in Accounting, Business Administration and/or Finance
* Certified Public Accountant or CPA candidate
* Hedge accounting experience a preferred but not required
* Securitization experience a plus but not required
* Strong Mathematical and Accounting skills
* Computer skills and advanced user of MS Excel, Word, and PowerPoint. SAP experience preferred
* Excellent organizational skills and ability to coordinate multiple activities and shifting priorities under established deadlines
* Good oral and written communication skills