CAM 1611002

Treasury Manager

Mequon, WI

Summary:

The Treasury Manager will be responsible for cash management, cash forecasting, driving automation and process improvements, and supporting a strong internal controls system.

Responsibilities:

Cash Management

* Manages daily cash position via online banking platform
* Bank account management including administration of online banking platform and user entitlements
* Develops and maintains entity and divisional level cash forecasting tools
* Reviews and approves electronic payment requests, enforces and improves related internal controls
* Measure and manage exchange rate risk, develop and implement hedging strategies where needed
* Manage surplus cash investments, develop alternatives

Financial Close & Reporting

* Financial close responsibilities including journal entries, financial reporting, and reconciliations
* Financial planning activities including budgeting and forecasting
* Prepares quarterly debt covenant calculations and anticipate effect of events that may affect compliance
* Develop and maintain treasury reporting dashboards and monthly reporting package
* Support year-end financial statement audit including footnote disclosures
* Administration of intercompany lease and loan transactions

Other

* Leads and develops the Treasury Financial Analyst
* Partners with tax department, Controller, and CFO to provide shareholders with analysis and support
* Legal entity compliance for various subsidiaries
* Owns the lease process, including lease database, lease vs. buy decision making, EBO management, and lease contract ownership
* Manages corporate credit card and purchasing card programs
* Analyzes foreign exchange exposure
* Drives documentation of processes and procedures
* Maintains relationships with key banking partners

Requirements:

* Bachelor Degree in Accounting or Finance
* 4+ years of Finance or Accounting experience, including 2+ years with specific focus in Treasury and Cash Management.
* 2+ years of supervisory experience
* Demonstrated ability to follow tasks through to completion with minimal guidance
* Strong analytical skills with ability to make data-driven decisions and recommendations
* Internal controls and continuous improvement mindset
* Excellent customer service skills, including proven communication and interpersonal capabilities
* Experience leading cross-functional projects
* Manage multiple priorities simultaneously while paying attention to details

Preferred:

* CPA designation or MBA
* 7+ years of Accounting or Finance experience
* 3+ years of Treasury or Cash Management experience