

Finance Job Function

Treasury Analyst IV

Grade: 58

Job Code: F1758P

Job Family: Treasury

Job Family Matrix: [Treasury \(Finance\) Matrix](#)

Summary

Facilitate diverse financial analysis to enable forecasting of future financial position and budget requirements.

Core Duties

- Develop and provide complex financial analysis on the University's operating liquidity and treasury operations including receipts, disbursements, cash forecasting and short term borrowing
- Provide analytics for the University's operating liquidity position and external debt portfolio; develop tools for various payment and reporting requirements; monitor for enhancement opportunities
- Develop financial analytics related to the University's access to capital markets, including new debt issuance, commercial paper rolls/floating rate program resets and revolver re-negotiation
- Collaborate with other finance groups across the University on various high-visibility projects
- Act as point person for communications with select external stakeholders including credit rating agencies and state debt issuing authority
- Provide staff mentoring and training
- Ensure financial compliance with University policies and procedures, audit and accounting disclosure requirements, and applicable legal rules and regulations

Basic Qualifications

- Bachelor's degree or equivalent work experience required
- Minimum of 7 years' relevant work experience

Additional Qualifications and Skills

- MBA or Master's degree in relevant field preferred
- Knowledge of Microsoft Office Suite, advanced Excel and PowerPoint skills
- Advanced knowledge of treasury management, financial analysis, financial modeling; working knowledge of accounting principles
- Demonstrated experience with financial systems and data query tools

Certificates and Licenses

Physical Requirements

Working Conditions

- Work is performed in an office setting
- May be required to travel to other sites across the University