

Finance Job Function

Treasury Mgt V

Grade: 59

Job Code: F1759M

Job Family: Treasury

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

Summary

Provide strategy and management in domestic and international cash, banking structure and funding operations for the University's operating cash flow.

Core Duties

- Responsible for effective staff management, including hiring and orientation, training and development, workflow and performance management, and the promotion of an inclusive and innovative work environment
- Develop and utilize operational metrics to proactively analyze bank service fees, industry/peer trends, benchmarking best practices and emerging regulations
- Develop implement and communicate cash policies and procedures across the University
- Act as point person for schools and units on all international cash management needs
- Oversee the opening/closing of all bank accounts, ensure all records and related documentation are maintained
- Oversee the administration of bank relationships for all University commercial partner banks and bank platforms
- Assist in the ongoing development of global cash management strategies
- Manage the continuous analysis of the University's operational cash flow
- Evaluate, oversee implementation and support new banking technologies, products and services; act as primary contact for schools and units
- Direct cost analysis, develop and present recommendations on solutions and opportunities to optimize cash and cash management strategies
- Ensure financial compliance with University policies and procedures and applicable legal rules and regulations

Basic Qualifications

- Bachelor's degree or equivalent work experience required
- Minimum of 8 years' experience in accounting or finance
- Supervisory experience

Additional Qualifications and Skills

- MBA or advanced degree in relevant field
- Knowledge of Microsoft Office Suite, advanced excel skills
- Knowledge of advanced debt and investment management

Certificates and Licenses

- CTP Preferred

Physical Requirements

Working Conditions

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