

JOB TITLE: Manager Cash Management

JOB DESCRIPTION:

This position is accountable for all aspects of the corporations cash management activities including:

- Maintenance of bank accounts, signatories, and various related data bases – inclusive of US and International operations
- Letters of credit and surety bonds
- Inter-year cash forecasting
- Maintenance and management of corporate cash liquidity
- Short-term investments
- SAP treasury module

JOB RESPONSIBILITIES:

- Accountable for all aspects of the day to day cash management of the corporation including CDN, US, and International cash movements and letters of credit and surety bonds
- Opens and maintains bank accounts, signatories, and various related data bases
- Leads cash forecasting and money market trading activities
- Maintains and manages corporate cash liquidity by managing cash balances, cash forecasting, short-term borrowings, investments and credit facilities
- Accountable for the functionality of the SAP Treasury module and interface with IT
- Regular contact with commercial banks to establish rates, review agreements & contracts, and resolve financial issues
- All aspects to controls over cash management -
- Design and monitoring of: investment and counterparty policies, transaction and reporting controls and procedures
- Authorization to commit corporate to investment activities

JOB REQUIREMENTS:

- Bachelor's degree with concentration in finance, accounting or business
- Professional designation or working towards one a strong asset (CFA, CA, CMA, CGA, MBA)
- 5 to 7 years of related experience
- Experience with SAP, Treasury module functionality in particular
- Very strong attention to detail
- Project management experience is an asset
- Strong ability to establish and maintain relationships with internal stakeholders and external banking partners

- Strong ability to comfortably articulate challenges, objectives and solutions to management, staff, cross functional teams, vendors and banking partners
- Strong leadership in a transactional and control oriented environment
- Significant management of the white spaces and tolerance for a variety of decision making processes

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