

# Fixed Asset, Banking & Cash Management Analyst/Specialist

## Responsabilități

The Fixed Asset, Banking & Cash Management Analyst/Specialist is responsible for the fixed asset master data, asset postings, month end closing, reports, IFRS16, asset inventory, year end closing, bank reconciliation, online banking, cash pooling, loans handling, cash liquidity forecast, payments, and facilitate training of new associates.

## Key Success Factors

- Responsible for Fixed Asset, Banking & Cash Management processes as specified above
- Communicate to bank and suppliers for reconciliation and inquiries
- Responsible in researching and resolving daily issues and bank reconciling items
- Perform root cause analysis (RCAs) of errors and implement corrective actions or communicate to responsible team(s)
- Conduct and facilitate training to new associates and provide support to other department as required
- Contributes to the FA, Banking & CM team to meet business objectives with continued encouragement to use critical thinking to utilize the best and most efficient practices.
- Ensures compliance with Accounting Controls and other internal policies and procedures.
- Other duties and special projects as assigned

## Cerințe

- Fluent in English
- Bachelors Degree preferably Major in Finance, Business, Accounting, or Economics. Or with 3-5 years of related professional experience or equivalent combination of education and experience.
- 3 to 5 years of professional experience in payment application, deductions, or other related accounts receivable functions.
- Experience in Fixed Asset, Banking & Cash Management processes - Fixed Asset Master Data, Asset Postings, IFRS16, Asset Inventory, Bank Reconciliation, Online banking, Payment Processing and Cash Forecast preferred.
- Small group project or process improvement initiative
- 3 years experience in a BPO or shared services environment
- Experience with SAP and advanced Excel skills preferred
- Accuracy and attention to detail
- Ability to take ownership of work
- Ability to work well both independently and in a team environment with minimal supervision
- Ability to deliver timely and accurate work output in a fast-paced and dynamic environment

## Oferta noastră



Job ID  
**REF65006V**

Domeniul de activitate  
**Taguig**

Nivelul de Leadership  
**Leading Self**

Flexibilitatea programului de lucru  
**Hybrid Job**

Persoană juridică  
**Continental Global Business Services Manila, Inc.**

- Hybrid work setup
- HMO upon hire
- Values-based culture
- Work-life balance
- Learning Opportunities

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## **Despre noi**

- Continental develops pioneering technologies and services for sustainable and connected mobility of people and their goods. Founded in 1871, the technology company offers safe, efficient, intelligent, and affordable solutions for vehicles, machines, traffic and transportation.

Continental Global Business Services in Manila started in June 2012 as Veyance Technologies Inc. and was acquired by Continental AG in January 2015. On the same year, it legally changed the company name to Continental Global Business Services Manila Inc., which reflects its global presence as a full-fledged subsidiary of ContiTech Division in Continental AG.

On January 2024, Continental Automotive Business Services (CABS) Hub APAC joined GBS Manila. CABS Hub APAC (formerly known as Finance Service Center Philippines - FSCP), started on 2012. It provides end-to-end accounting services in APAC Region with workstreams: Accounts Payable, Accounts Receivable, Master Data Management, Cash Management, General Ledger, Statutory Reporting, and Process Excellence.