



## Treasury Analyst

NN, Inc., a diversified industrial company, combines advanced engineering and production capabilities with in-depth materials science expertise to design and manufacture high-precision components and assemblies for a variety of markets on a global basis. Headquartered in Charlotte, North Carolina, NN has 31 facilities in North America, Europe, South America, and China.

The Treasury Analyst follows established procedures to perform routine cash management and debt transactions. The ideal candidate must be able to work independently on multiple tasks and interact well with other corporate departments, senior management, and persons outside the corporate office such as bankers, analysts, shareholders, and other vendors. The Treasury Analyst reports directly to the Company's Director of Corporate Accounting and Treasury.

### **ESSENTIAL DUTIES:**

- Performs global cash management duties, ensuring that the Company maintains the necessary liquidity to meet its obligations and capital expenses including:
  - Daily U.S. cash positioning and funds transfers
  - Ensuring funds are swept efficiently
  - Supporting domestic facilities for ACH and wire transfers
  - Collecting, monitoring, and reporting on foreign entity cash and debt balances
- Collects ongoing data to prepare cash forecasts to ensure adequate operating, financing and investing cash flow is available for upcoming events. This includes preparing cash flow projections, modeling the Company's liquidity position and performing ongoing analysis to recognize trends in cash activity
- Works directly with banking partners to provide short-term borrowings under existing credit agreements and investing of excess funds
- Assists Director of Corporate Accounting and Treasury as needed in executing and controlling all debt, lease, letter of credit or other financing structures for the Company's operations and the securing of new and renewed credit facilities
- Maintains routine transaction reporting to support internal stakeholders
- Assists with internal and external audits, SOX and regulatory reporting
- Ensures funding and tracking of intercompany loans, coordinating with business divisions
- Maintains Treasury procedures in support of the Business Continuity Plan
- Assists with implementation and support of Treasury's banking applications (GTreasury, JPM, Regions, KeyBank platforms)
- Performs maintenance of bank-related security functions, such as bank signatories, wire and ACH payment templates, check fraud claims, system security administration and reporting, physical check and certificate security where needed



- Coordinates annual bank account reports including account confirms, signatory review, SOX and FBAR reporting
- Assists with the oversight of Treasury's SharePoint data access and administration
- Assists with bank account administration: open/close/change requests, maintain documentation, and acts as liaison between banks and internal departments
- Ensures adherence to internal controls and external regulations in all treasury activities
- Monitors service provider performance standards including the analysis of bank fees, prepares analyses of statistical data, and budget review

## **EDUCATION/EXPERIENCE:**

### ***Required:***

- Bachelor of Science degree in Finance or related field required
- Relevant experience working in finance or treasury
- Familiarity with Generally Accepted Accounting Principles (GAAP)
- Proficient in Microsoft Office applications (Outlook, Excel, PowerPoint, Word)

### ***Desired:***

- Achieve Certified Treasury Professional designation within 18 months of hire
- Experience with GTreasury software

## **SKILLS/COMPETENCIES:**

- Ability to appropriately handle confidential material
- Excellent attention to detail, follow-through, and interpersonal skills
- Must be able to work autonomously and collaboratively in a fast-paced, time-sensitive, and constantly changing environment

## **JOIN US!**

If you are interested in a rewarding career with opportunities for growth and advancement, we invite you to submit your résumé for consideration. NN, Inc. provides a comprehensive benefits package, including:

- Medical and dental insurance
- Employer-paid life insurance
- Voluntary vision insurance; additional offerings available
- 401(k) plan with employer match
- Paid vacation and holidays

*To be considered for this opportunity, please forward your résumé to:*

**careers@nninc.com**