

TREASURY ANALYST

Gibson Guitar Corp. is seeking a Treasury Analyst to be responsible for daily cash management, cash and debt-related accounting, cash application, and other support as needed. The qualified candidate will bring expertise in cash management and accounting. This position will report to the Vice President - Treasurer.

JOB RESPONSIBILITIES

- Ensure liquidity via daily cash and debt positioning for Gibson domestic and international entities
- Opening, closing and overall management of bank and investment accounts
- Analyze and forecast daily cash position
- Disseminate cash and debt-related information to decision-makers across the company
- Analyze monthly bank fee statements for accuracy and potential cost reductions
- Update and maintain automated clearinghouse (ACH) files; inputs and transmits ACH payments as required
- Initiate wire transfers and resolve issues as necessary.
- Prepare accounting entries for Treasury-initiated cash and debt activity
- Work with letters of credit
- Recommend and implement improvements to cash management policies and procedures
- Apply cash on a daily basis
- Process credit / debit memo's and post to customers account.
- Records retention and file maintenance.

REQUIREMENTS

- Bachelors degree in Finance, Accounting or related financial background.
- 2-5 years experience in treasury/cash management
- Excellent problem-solving and analytical skills
- Significant attention to detail required
- Excellent communication skills – both written and verbal
- Banking products and services knowledge a plus
- Strong Excel spreadsheet and modeling skills
- Ability to work in fast-paced, high-energy environment
- Ability to work both independently and in a team-oriented environment

This job is based at Gibson's World Headquarters in Nashville, TN. Local candidates are encouraged to apply as relocation is not offered.

Please send your resume and salary history to careers@gibson.com. Please, no phone calls.