



POSITION TITLE: Treasury Consultant (Manager Level)
REPORTS TO: VP Finance - Treasurer
LOCATION: Scottsdale, AZ
DATE: 11/27/17
ORGANIZATION: Corporate Finance

Position Summary: This position is part of the corporate finance organization providing Treasury management with an emphasis on cash management. Reporting to the Treasurer, the Treasury Manager/Consultant will manage the company's daily cash needs and lender reporting requirements.

Position Scope, Responsibilities and Essential Functions:

- Monitor and manage daily cash needs; includes monitoring bank balances/transaction, facilitating wires, managing bank approvals, etc.
- Complete detailed cash reporting requirements
- Complete detailed borrowing base reporting and draw down requests for loan facility
- Manage 1-week and 13-week cash forecasting process
- Assist with long term cash budgeting process
- Assist with debt compliance reporting

Experience and Skills Required:

- At least 5 years in Treasury function with experience in cash management, liquidity forecasting, and loan compliance
- Undergraduate degree in finance, accounting or business
- Extensive experience with detailed Excel modeling
- Largely self-sufficient with minimal oversight
- Strong communication skills including communicating with management and preparing presentations.
- Exceptional attention to detail