

Full Time • Oxford, AL

Description:

Directs the Credit Union's investment activities as custodian of funds, securities, and assets of the organization; maintains lines of credit with corporate credit union(s) and the Federal Reserve Bank sufficient to meet the Credit Union needs. Formulates, monitors and executes the Investment Policy, ALM Policy and the Contingency Funding Plan; prepares financial forecasts relating to ALM and other projections as needed. Responsible to test and maintain Contingency Funding Plan as required by NCUA guidelines.

Prepares financial reports; ensures complete and accurate financial, statistical, and accounting records of the Credit Union. Oversees reporting to regulatory authorities and to the Board of Directors. Coordinates with auditors/examiners on the year end comprehensive audit and other examinations as deemed necessary.

Oversees and directs Treasury, budgeting, taxes, accounting, purchasing of company assets and AOD Bond Insurance. Provides safekeeping, control, and accounting for assets and securities.

Directs preparation and evaluation of budgets and capital plans; directs receipt, disbursement, and expenditures of money or capital assets. Analyzes department budgets and allocates operating budget.

Writes, reviews, and distributes financial policy and procedure statements to ensure regulatory and policy compliance. Reviews accounting policies and procedures to obtain optimum efficiency and reduced costs.

Performs other job-related duties as assigned.

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800.637.0299

Experience:

Five to ten years of similar or related experience

Education:

(1) A bachelor's degree, or (2) achievement of formal certifications recognized in the industry as equivalent to a bachelor's degree (e.g. information technology certifications in lieu of a degree).

Interpersonal Skills:

Motivating or influencing others is a material part of the job. Outside contacts become important and fostering sound relationships with other entities (companies and/or individuals) becomes necessary and often requires the ability to influence and/or sell ideas or services to others. The role requires a significant level of trust or diplomacy.

