

Job Title: Treasury Analyst
Location: CA - Mountain View

Job ID: 606978
Full/Part Time: Full-Time

Company Overview

Symantec is a global leader in providing security, storage and systems management solutions to help our customers – from consumers and small businesses to the largest global organizations – secure and manage their information-driven world against more risks at more points, more completely and efficiently. Our software and services protect completely, in ways that can be easily managed and with controls that can be enforced automatically – enabling confidence wherever information is used or stored.

Responsibilities

- Support the Company's investments program, including asset allocation, trading Symantec's investment portfolio, tracking investments, accounting reconciliation, investment compliance and monthly reporting to executives.
- Support the Company's capital markets program, including capital structure analysis, share repurchases and debt issuances, repurchases, interest payments and compliance.
- Research industry trends and use financial and treasury knowledge to identify and recommend solutions. Perform complex technical analysis and ad hoc requests.
- Ensure that controls are in compliance with Sarbanes Oxley 404.
- Ensure the accuracy of the Company's financial forecasts, financial statements, 10Q/10K disclosures as they relate to investments and capital markets.
- Conduct other Treasury-related projects as needs arise, which could include foreign exchange, cash flow forecasting or customer finance projects.

Qualifications

- Bachelors degree.
- 1-3 years of experience in Treasury or Finance at a multinational company, investment bank or investment management company.
- Knowledge of general accounting and financial analysis.
- Excellent interpersonal, communication and analytical skills. Attention to detail, organized and a strong team player.
- Ability to take initiative and ownership with a sense of urgency to meet deadlines and obtain results. Ability to identify, recommend and implement solutions.

How To Apply

To be considered for a position, please submit your resume/CV on the Symantec Careers site. (<http://www.symantec.com/about/careers/search.jsp>)

Symantec staffing professionals will review your qualifications against open positions.

Equal Employment Opportunity

Symantec Corporation is an Equal Opportunity Employer and welcomes diversity.

NOTE: To all recruitment firms: Symantec is not accepting agency/search firm referrals for this posting, or other postings, without prior written permission from Symantec's Staffing organization. Symantec is not responsible for any fees related to unsolicited resumes.