

# Job Description for Treasury Manager

<i>Position:</i>	Treasury Manager	
<i>Reports To:</i>	Director of Financial Reporting	<i>Department</i> Finance

## Job Description

### General Description of Position:

We are seeking an experienced and strategic Treasury Manager to lead our treasury operations and ensure optimal liquidity management. This role will oversee cash management, banking relationships, debt compliance, and treasury systems while driving process improvements and supporting corporate financial strategies. The ideal candidate will possess strong leadership skills, advanced financial expertise, and the ability to collaborate across departments to achieve organizational goals.

### Duties:

- Oversee daily cash management activities and ensure accurate cash positioning across all bank accounts
- Manage and prepare monthly reconciliations of cash, cash equivalents, and debt accounts in accordance with GAAP
- Supervise execution of ACH, wire transfers, and positive pay activities, ensuring compliance with internal policies
- Develop and maintain short-term and long-term cash flow forecasts to support liquidity planning
- Lead debt compliance and covenant reporting processes
- Maintain and strengthen banking relationships; negotiate banking services and fees
- Oversee administration of credit card programs, bond portfolio management, and share repurchase program
- Collaborate with Accounting, FP&A, and other teams to ensure accurate and timely cash reporting
- Drive treasury system implementations and continuous process improvements
- Ensure adherence to internal controls, treasury policies, and regulatory requirements
- Provide strategic recommendations to senior leadership regarding cash optimization and financing strategies
- Support special projects and corporate initiatives as needed

### Education & Work Experience:

- Bachelor's degree in finance, accounting, or related field; MBA or professional certification preferred
- 5+ years of experience in corporate treasury or finance, with at least 2 years in a supervisory or managerial role
- Strong understanding of cash management, liquidity planning, debt instruments, and banking operations
- Proficiency in Excel and treasury management systems; experience with ERP systems a plus
- Excellent leadership, communication, and organizational skills
- Ability to manage multiple priorities in a fast-paced environment
- Strong analytical skills and ability to create actionable insights from financial data

### Environmental Conditions:

Works in office environment with controlled temperature, humidity, and noise levels. Effective near vision or near vision accommodation is required. Talking and hearing are required. Minimal bending, stooping, walking, and stair climbing are required as is lifting items of moderate weight. MasterCraft Quality standards and safety rules and regulations are mandatory.

### Travel:

Minimal, as required.