



## Senior Treasury Analyst

<b>Company:</b>	Publicis Groupe
<b>Department:</b>	Re:SOURCES Ireland – European Treasury Centre of Excellence
<b>Location:</b>	Dublin, Ireland
<b>Position Title:</b>	Senior Treasury Analyst
<b>Reporting To:</b>	Head of European Treasury Centre of Excellence
<b>Company Summary:</b>	<p>Publicis Groupe is one of the world's leading communications groups.</p> <p>The Groupe offers a full range of services and skills: digital, advertising, public affairs, corporate communications and events, media strategy, planning and buying, healthcare communications, and brand asset production. The company is present in 108 countries and employs in excess of 90,000 professionals.</p> <p>Re:SOURCES provide shared services to Publicis Groupe agencies including IT, Global Security, Finance, Legal, Treasury, Procurement, Property Services, HR, Payroll and Tax. They operate 40 SSCs across the globe supporting 63 markets and have approx 4,000 employees.</p>
<b>Treasury Summary:</b>	<p>The European Treasury Centre of Excellence include providing funding and liquidity to group companies, cash management, FX and interest rate risk management and other related treasury services for group entities. The team is focussed on ongoing efficiency improvement and development of optimal treasury processes whilst ensuring strong internal controls and maintaining relationships with internal teams and external banking/other partners.</p>
<b>Position Summary:</b>	<p><b><u>Summary</u></b></p> <p>European Treasury Centre of Excellence is embarking on a transformational journey to automate and harmonise all its processes and upskill on key treasury specialist areas. In addition, the Senior Treasury Analyst will support the Country Treasury Managers, ensuring all treasury tasks are handled according to Publicis Groupe procedures and adhering to strict deadlines. Working across a number of European markets including UK, Germany, Spain, Portugal, Netherlands, Belgium and Poland</p> <p><b><u>Key responsibilities</u></b></p> <ul style="list-style-type: none"> <li>• Proactive approach to identify automation and harmonisation opportunities within all treasury processes across all geographical locations</li> <li>• Subject matter expert for Treasury Management System</li> <li>• Executing or supporting key treasury processes eg bank reconciliation, cash positioning, settlements</li> </ul>

	<ul style="list-style-type: none"> <li>• Support country treasury managers’ agenda including FX exposure analysis, Forecasting, trade working capital etc</li> <li>• Support and oversee training of junior members of team in all treasury admin processes particularly for payments, bank account management and TMS</li> <li>• Liaison with local market banks</li> <li>• Provide support and back up to other members of treasury team, including ad-hoc project work.</li> <li>• Various regular and ad-hoc treasury reports</li> <li>• Audit responsibilities are a crucial part of the role in terms of working with the audit teams and managing the integrity of the treasury function in accordance with internal and external audit control processes.</li> </ul> <p><b><u>Required Skills/Experience</u></b></p> <ul style="list-style-type: none"> <li>• Minimum 3 years’ experience in a treasury related role.</li> <li>• Strong Excel and database skills.</li> <li>• Knowledge of Sungard TMS would be an advantage</li> <li>• Previous exposure to banking systems and treasury management systems.</li> <li>• A proven team player with excellent communication skills.</li> <li>• Highly motivated and flexible, with the ability to multitask and prioritise.</li> <li>• Be able to work on own indicative.</li> <li>• Excellent attention to detail.</li> <li>• Completely literate in English language and ideally one or more foreign language skills.</li> </ul> <p><b><u>Qualifications and Certifications</u></b></p> <ul style="list-style-type: none"> <li>• Bachelors and/or master’s degree in Banking, Treasury, Accounting or Financial Management would be preferred</li> </ul>
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***Declaration***

I have fully read the above position description. I declare that:

- I accept and understand my responsibilities listed in this position description and agree to carry them out to the best of my ability;
- I accept and understand the potential implications of breaching my responsibilities listed in this position description, including the possibility of disciplinary action and / or dismissal.

<b>Employee Name:</b>		<b>Date:</b>	
<b>Employee Signature:</b>			



<b>Manager Name:</b>		<b>Date:</b>	
<b>Manager Signature:</b>			

*This job description in no way states or implies that these are the only duties to be performed by the employee(s) currently in this position. Employee(s) will be required to follow any other job related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments.*

*A review of this position has excluded the marginal functions of the position that are incidental to the performance of fundamental job duties. All duties and responsibilities are essential job functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbent(s) will possess the skills, aptitudes, and abilities to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat or significant risk to the health or safety of themselves or others. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities.*

*This document does not create an employment contract, implied or otherwise, other than an "at-will" relationship.*

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