

**Job Title:** Analyst - Operations

**Department:** Commercial Real Estate Lending

**Location:** Boston

**Division overview:**

Anglo Irish Bank is a focused business bank providing Business Banking, Treasury and Private Banking services. Our customers deal directly with a dedicated Relationship Manager who delivers a high quality service in their field of expertise.

**Key tasks & responsibilities:**

- Preparation of monthly Management Accounts including commentary, variance and cost analysis.
- Assist in the preparation of the North America budget.
- Manage day to day accounts payable function. Review of GL & daily TLM reconciliations.
- Management of suppliers and cost control.
- Preparation of monthly operational risk reports.
- Monthly Cashflow and Arrears reporting.
- Weekly repricing analysis.
- US arrangement fee income analysis.
- Liaise with Group Finance, Group Tax & Accounts Payable & US finance matters.
- Ah hoc finance queries.

**Skills / experience required:**

- Bachelor's Degree required
- Minimum of 3 years banking and/or accounting experience
- Strong MS Office skills (Excel, Word, & PowerPoint)

**Competencies required:**

- Strong organizational and time management skills
- Excellent analytical skills & attention to detail
- Excellent interpersonal & communication skills
- Team player with a positive attitude.

**If you are interested in this vacancy, please contact  
Kristin Simon, Vice President- Human Resources  
[ksimon@angloirishbank.com](mailto:ksimon@angloirishbank.com)**

**All applications will be treated in the strictest confidence.  
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Anglo Irish Bank Corporation Limited is regulated by the Financial Regulator.**