

# Treasury Analyst

LifePoint Health

Job Location: Brentwood, TN

Full Time/Days

## JOB SUMMARY:

LifePoint Health has an opportunity for a Treasury Analyst in office, in Brentwood, TN. The Treasury Analyst is responsible for assisting in all facets of daily cash management activity within the Treasury department. The Treasury Analyst would support the Director, Treasury and Manager, Treasury in administering online banking access for users at both HSC locations as well as field personnel. The analyst would review bank service charges to assess accuracy and areas of opportunity. Maintenance of banking documentation and assistance with project management will be areas of focus for this position.

## RESPONSIBILITIES:

- Manages bank accounts to include preparing opening documentation, updating signers, and closing as needed.
- Assists in the administration of online banking platforms to include adding and updating online user access and removing inactive users.
- Analyzes monthly bank statements and evaluates pricing and services to ensure accuracy.
- Maintains database of credit card merchant IDs and related banking information.
- Backup for Treasury Manager for input of wires and ACH transactions, account reconciliation and GL processing.
- Prepare weekly balance report for IRF accounts and distribute to senior management.
- Performs remote check deposit in conjunction with HSC Accounting for all checks received at HSC.
- Special projects as assigned.
- Regular and reliable attendance.

## EDUCATION:

- Bachelor's Degree in Accounting or Finance preferred.

## EXPERIENCE:

- 2+ years of experience

## FOR MORE INFORMATION/TO APPLY:

[https://lifepoint.taleo.net/careersection/.lp\\_corp\\_external/jobdetail.ftl?job=7410-6162&iniurl.sns\\_id=mailto&tz=GMT-05%3A00&tzname=America%2FNew\\_York](https://lifepoint.taleo.net/careersection/.lp_corp_external/jobdetail.ftl?job=7410-6162&iniurl.sns_id=mailto&tz=GMT-05%3A00&tzname=America%2FNew_York)