

SEC REPORTING SPECIALIST

Federal Home Loan Bank of Pittsburgh (Pittsburgh, PA) to be respns. for all aspts of preprng & filing our annl & qtrly SEC filings. Spcfc job dties incl: preprng wrkpaprs to spprt Form 10-Q & 10-K filings; reviewng & taggng XBRL info assoc w/ SEC filings; preprng cash flw sttmnt incl wrkpapr spprt; preprng Gnrlly Acctpd Accntng Prncpls & SEC financl sttmnt dsclsre chcklst; reviewng & analyzng schdles for SEC dcmnttn spprt, & wrkng w/ othr depts to gthr & anlyze info; actvly prfrms SEC Reprtn g fctns insde of Workiva; intractng w/ othr depts to idntfy chngs tht impct SEC filings; actng as liason to Entrprse Risk Mngmnt dept for Finance dept rcrd retentn reqs; & wrkng w/ Accountng Polcy & Legl in researchng accountng iss & ensrng crrent accountng prtices are in accrdnce w/ GAAP, SEC & othr regltry gdnce. Master's in Accntng or Finance. CPA license. Mst knw (thru acdmc trng or wrk exp) prvdng guidnce in implmnttn of SEC rules, regltns, & financl rprtn; wrkng w/ U.S. GAAP, U.S. GAAS, & PCAOB prcdres & stndrds; & applyng tchncl accountng & financl rprtn stndrds. May WFH w/in same metroplitan statstcal area 2 dys/wk. Cvr ltr & resume w/ salary reqs & refrnces to: HR Dept, FHLBank Pittsburgh, 301 Grant Street, Pittsburgh, PA 15219