

United Arab Emirates Jobs Expertini®

Treasury Specialist (UAE National)

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Company: Mubadala Energy

Location: Abu Dhabi

Category: business-and-financial-operations

About the job Treasury Specialist (UAE National) **ROLE PURPOSE:** This position contributes to the company's success by ensuring an efficient banking structure to support primarily the Abu Dhabi operations and overseeing treasury operations in other business units by managing and optimizing the company's global treasury function. The employee will manage all aspects of Treasury Operations activities as are managed by the Company. The role includes the development and monitoring of cash management banking solutions, risk mitigation, banking relationships, and financial analysis for all business segments of the company, managing the cash forecasting process, managing treasury-related risks and financing obligations. Develop and establish Treasury related policies and procedures. **Description:** A. Treasury Duties Manage the required banking operations and relationship with stakeholders. Cultivate and maintain strong relationships with banks and financial institutions. Transfer of funds between the Abu Dhabi bank accounts. Further effectively utilize the excess funds by establishing intra country cash pools at Business units and support the BUs in frequent conversion to USD and repatriation to the head office. Monitor the Mubadala Energy Group bank accounts to identify any irregularities and maintain lean number of bank accounts. Monitor bank charges, interest income and interest expenses on guarantees. Review and approve bank general ledger journal entries and review and approve bank account reconciliations. Monitor the Treasury related systems. Prepare presentations and seeking approvals in line with Delegation of authority, completing the bank forms, opening/closing bank accounts, manage the relationship with the banks and complete the Know your customer (KYC) requirements for all banks. Liaise with financial service providers to

address quality issues, evaluate new banking products and services. Manage the E-signatory system for Treasury. Coordinate the Mubadala Energy relationship with MIC Treasury. Monitor exiting debt obligations including interest, principle repayments and ensure sufficient funds available to pay off the obligations.

12. Global Cash Management: Manage daily cash positioning and forecasting for international subsidiaries. Develop and implement strategies to optimize global cash flows and liquidity. Oversee intercompany fund transfers and coordinate cash deployment.

13. Treasury Operations: Supervise treasury operations, including cash positioning, payment processing, and transaction reconciliations. Ensure adherence to internal controls, regulatory requirements, and international financial regulations.

Reporting and Documentation: Prepare comprehensive treasury reports for presentation to senior management and the board of directors. Maintain accurate records of treasury activities, contracts, and agreement.

B. Forecasting and Working capital management: Work closely with systems to develop the reports suited to manage the working capital and maintain liquidity for corporate office. Prepare the monthly analysis of the 3 months cash forecast.

C. Business Duties: Manage and monitor the guarantee requirements of the business units and update the guarantee register at all times. Liaise with the BUs and banks for timely issue of the guarantees. Manage the renewal and new guarantees with the bank. Identify Foreign exchange needs between USD and all other local currencies and liaise with Mubadala Treasury to reduce the exposure. Prepare and analyze the credit risk on major suppliers and customers. Act as a mediator between the BUs and Mubadala Treasury to identify on timely basis local CY needs and liaise with Mubadala Treasury and manage the requirements. Prepare and present the Treasury Monthly report includes bank positions, Forex Planning and Exposure for different currencies, hedging report and Guarantees summary to VP Finance/CFO. Prepare the Hedging options report internally in Mubadala Energy office. Lead the work with IT to improve and automate the Treasury reports as needed. Review new investment proposals and provide feedback to growth and operation Teams.

D. Budgets and Plans

1. Help with preparing treasury budgets.

E. HSSE Commitment: Shall comply with all Company HSSE Policy, Standards, and Procedures. Demonstrate HSSE commitment in any activities starting from an initial plan until the completions, becoming role model, and actively participate in any Company HSSE initiatives to satisfy the Company HSSE KPI/target. Responsible for working safely and environmentally manners.

Knowledge, SKILLS & EXPERIENCE: Professional/Educational Qualification: Bachelors/Masters in Finance, Accounting, Economics and related

field.Experience:Minimum of 5-8 years of progressive work experience in treasury/cash management, risk management, or banking field.Attributes:The jobholder will be expected to demonstrate:Fluent oral and written Arabic and English.Self-motivation and desire to learn.Team work and cooperation.Ability to communicate clearly.Develops relationships.Leadership aspirations results-oriented, self-motivated, and have the ability to manage the Treasury function.

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