



POSITION TITLE: DIRECTOR, CASH MANAGEMENT

DEPARTMENT: TREASURY

ENTITY NAME: AMC NETWORKS

LOCATION: 11 Penn Plaza, New York, NY

OVERVIEW OF ROLE

Responsible for the daily cash process for AMC Networks and its subsidiaries. Oversee the reconciliation process for all cash accounts and the reporting of cash activity to accounting. Responsible for the determination of the current day cash position, investment of company funds and the reporting of such to Sr. Management. Responsible for insuring all wire transfers are completed. Manage the intercompany settlement process for all entities.

Manage all AMC Networks bank and investment accounts inclusive of account listing, documentation, controls, structure, services and fraud prevention. Additionally, manage all banking systems and serve as security administrator. Manage relationships with relevant counterparts at banks.

Responsible for the preparation of monthly reports including cash activity memorandums, Treasury calendar and monthly analysis of bank fees. Prepare the quarterly cash investments analysis and support package.

Responsible for all SOX flows, controls and policies for the cash management area and responsible for the maintenance and adherence to such policies and procedures. Responsible for all elements of disaster contingency planning and testing for Treasury.

Responsible for project implementations for the cash management area inclusive of the Request For Proposal ("RFP") through implementation process.

DUTIES AND RESPONSIBILITIES

- Oversee the daily cash reconciliation process and weekly reporting of cash activity to accounting as performed by the Cash Managers.
- Serve as the point of elevation for any discrepancies in cash that the Cash Manager can't resolve.
- Oversee the determination of the current day cash position, the investment of excess funds and the preparation of the Daily Cash Position Report and insure accuracy of data distribution to Sr. Management, accounting and other areas.
- Oversee the release of wire transfers and the management of the wire process and template database.



- Management all bank and investment accounts including the opening and closing of accounts and management of all banking services associated with the accounts. Additionally, responsible for accounts listing, services and account structure.
- Management and security administration of all banking systems including maintaining records of systems and users.
- Complete monthly review of bank fees and elevate any discrepancies as needed. Recommend initiatives to reduce bank fees where applicable.
- Prepare RFP's as needed and see projects through to completion, including when applicable creating a multi departmental project team, reviewing RFP responses, creating and leading the decision matrix process, vendor selection, contract negotiation and implementation.
- Prepare the quarterly short term investments analysis and support package.
- Ensure company and department policies and procedures are adhered to and followed.
- Train and develop staff with respect to cash management trends, products and services.
- Serve as backup for all cash forecasting responsibilities.

ORGANIZATIONAL RELATIONSHIPS

Reports to:

Treasurer

Direct Reports:

Manager, Cash Management

Number of employees reporting *directly* to this position 1

Number of employees reporting *indirectly* to this position 0

KEY NON-REPORTING RELATIONSHIPS

Key contact

Description/Purpose

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|----------------------------|--|
| 1. Treasurer | Coordination of daily and short term liquidity requirements. Coordination on major cash management projects. |
| 2. Business Unit Personnel | Information regarding invoice data and wire transfers |
| 3. SOX dept | Point of contact for cash management flows and controls. Provide data for testing and be point of contact for walk throughs. |
| 4. Accounting staff | Provide daily cash worksheets to accounting. Work jointly to implement changes to bank accounts or bank services |



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| | for overall improvement in processes and controls. |
| 5. Cash management banks and investment firms and other service providers | Build relationships and coordinate for overall support for all bank and investment accounts as well as other software services. |
| 6. Tax Dept | Coordinate with Tax with regard to making various tax payments. |
| 7. Payroll | Coordinate with Payroll to insure funding of weekly payrolls as well as for special payrolls and restricted stock vesting. |
| 8. Treasurer | Coordinate with Treasurer with regard to the cash flow forecast. |

KEY MEASURES OF SUCCESS

Operating metric(s):

- Continuous improvement in the daily cash settlement process.
- Rationalization of the bank account structure.

QUALIFICATIONS

Management Skills

- Detailed orientated
- Strong interpersonal relationship skills inclusive of excellent communication skills.
- Excellent organization skills
- Strong ability to train and develop subordinates.
- Team builder

Technical/Functional Competencies

- Bachelor's degree with finance or accounting major, M.B.A. a strong plus.
- Certified Treasury Professional (CTP)
- Managerial experience.
- Ten plus years of relevant experience.
- Knowledge of banking systems and experience inputting and releasing wire transfers both domestically and internationally.



Key Experiences/Achievements

- Six to eight years of cash management / treasury experience in large corporations with sophisticated treasury operations.
- Deep knowledge of cash management products and services.
- Knowledge of treasury workstations and the implementation process thereof
- History of working with banking systems including security administration functions and a history performing wire transfers both domestically and internationally.
- Ability to implement project from vendor selection through contract negotiation to implementation.

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