



Our people are our competitive advantage.

At Butterfield, we pride ourselves on being approachable, disciplined and proactive. If you embody these qualities and have the necessary experience, you may be the one we're looking for.

Assistant Financial Controller (Part-Time)

Butterfield Trust (Bermuda) Limited

This position reports to the Assistant Vice President, Financial Controller and is responsible for providing support in producing monthly management reports for Butterfield Trust (Bermuda) Limited (BTBL) and its subsidiaries three days per week.

Your responsibilities will include:

- assisting the Assistant Vice President, Financial Controller in the production of monthly management reports for assigned companies
- allocating inter-company revenues and expense items according to agreed schedules and ratios
- controlling purchase orders and invoices
- preparing billings and supervising fee collections for assigned companies
- preparing variance analyses of plan versus actual and analysing profitability for assigned companies
- assisting in the production of annual budgets and audited financial statements
- assisting in the production of annual budgets and quarterly projections
- assisting with the training, development, evaluation and management of Management Accounting employees
- assisting, as required, in the absence of the Financial Controller and/or other team members

Your experience may include:

- Bachelor's degree in Accounting, Business or Commerce and a professional designation (CMA, CA, CGA) with five years relevant experience or equivalent
- knowledge of Asset Management, Trust or Mutual Fund accounting would be an asset
- knowledge of US GAAP financial reporting, expense control and budget process planning
- experience with QuickBooks and Time Billing systems
- proven ability to effectively manage/develop employees
- detail oriented with excellent communication, interpersonal, analytical, and problem-solving skills
- proficient in Microsoft Office suite of applications
- willingness to work outside normal hours as required

Please apply by 1 March 2012 to:
Sandra Furtado, Human Resources,
Butterfield, P.O. Box HM 195, Hamilton HM AX
Fax (441) 292 2073
resumes@butterfieldgroup.com

Licensed to conduct Trust business by the Bermuda Monetary Authority

www.butterfieldgroup.com



Butterfield

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