

Bermuda Microsystems Group is looking for a Microsoft Dynamics Accountant to join their team. The purpose is to assist with the following:

RESPONSIBILITIES:

- Process all payables and receivables in an accurate and timely fashion
- Serve as point person for the monthly closing of the financials using Microsoft Dynamics, creating journal entries and supporting schedules
- Reconcile bank statements, credit card transactions, all balance sheet schedules (deferred revenue, accrued expenses, prepaids, A/R, A/P, fixed assets, etc)
- Process payroll semi-monthly
- Create financial dashboards for key programs
- Assist with development of budgets and acts as staff resource for expense and budget questions and analyses
- Participate in the preparation and execution of annual financial audit
- Point person with monthly credit card allocation and necessary documentation and approvals

Qualifications – Bachelor of Arts degree (BA) and CPA or equivalent qualification required; A minimum of 5 years relevant General Accounting experience; Strong Excel experience and attention to detail and a Certification with Microsoft Dynamics GP (Great Plains). Closing date: March 29, 2012

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www.bmg.bm

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