



**Seeks applications for the position of:
Finance Manager**

We are looking for a qualified, motivated and ambitious Finance Manager to join our Finance Department. Reporting to the Finance Director, the successful candidate will be responsible for:

- Preparation, review and sign off of monthly Management Accounts, including consolidation of operating companies and holding company in line with Group deadlines
- Preparing, reviewing and posting all Great Plains journals
- Reviewing and reporting monthly on OPEX and CAPEX expenditures, ensuring both are within budget.
- Full preparation and analysis of Monthly Balance Sheet reconciliations
- Carry out detailed Revenue Assurance on all billing systems, plans and products
- Stock control and Subscriber Acquisition Cost Control
- Prepare and reconcile all intercompany journals, transactions and reports
- Prepare, review and book monthly payroll
- Manage Accounts Receivable including allocation of receipts and credits
- Full preparation of annual Financial Statements
- Full preparation of quarterly and semiannual returns to Group
- Management of Internal and External Audits
- Complete entire yearly budget and upload into accounting systems and complete Budget presentation in accordance with set deadlines
- Produce daily KPI reports and analyse and report on success of promotions
- System administrator for Great Plains and Workplace. Ensure purchasing policy adhered to
- Supervision of 5+ staff
- Assisting with other duties and special projects as assigned by the Finance Director or CEO

The successful candidate will possess:

- A University degree plus an international accounting qualification is required: CA/ACCA designation
- 7 - 10 years post qualification experience required
- Experience in the telecommunications industry will be an advantage or experience in a large international organization (PLC)
- Management Accounts and Financial Statement preparation (under IFRS) is essential
- Consolidation experience necessary
- Prior experience in the preparation and monitoring of yearly OPEX and CAPEX budgets
- Be proficient with Microsoft applications – Excel, Word, PowerPoint
- Strong Great Plains, Hyperion and RAP revenue assurance systems experience
- Previous management experience is a must
- Strong analytical skills with a proven ability to use a systematic approach to problem identification and resolution
- Have highly developed verbal and written communication skills
- Have a proven track record of delivering objectives on tight deadlines

Closing date: May 28, 2012

Please apply in writing with resume via email to:

Hr.bermuda@digicelgroup.com or in writing to:

Human Resource Director, Digicel

PO Box HM 89 Hamilton HM DX.

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