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Reinsurance Middle Office Manager

Reinsurance Middle Office Manager required to manage outsourced middle office team, reporting into management and Client Controller.

Key Responsibilities:

- Managing a small team and overseeing all day-to-day transaction booking, cash and account management for a Class 3 Bermuda based reinsurance company
- Review and analysis of a variety of catastrophe reinsurance contracts
- Prepare daily/weekly/monthly management accounts and reporting packages
- Investigate issues pertaining to premiums payments, transaction settlements and reconciliation of trades
- Liaise with Client Controller to initiate and verify wire transactions
- Administer transactions from post-trade through to audit completion
- Actively participate in the preparation of annual financial statements and other regulatory reporting requirements
- Identify and highlight opportunities for internal process improvement and increase in efficiency
- Participate in various systems initiatives and projects and other duties as assigned

Minimum Qualifications, Skills and Experience:

- University Degree in Business, Finance or Accounting
- Recognized professional accounting designation (CA, CPA, ACCA, CGA or equivalent)
- Minimum of 3 years of experience within the reinsurance industry
- Detailed knowledge of US GAAP treatments and Bermuda statutory and regulatory requirements for a Class 3 reinsurance company
- Experience with reviewing, accounting for or auditing reinsurance contracts
- Ability to gain and retain client confidence
- Ability to work efficiently within strict deadlines, where significant overtime may be required
- Strong writing and management accounting skills to prepare business cases
- High proficiency in Microsoft Office Suite of applications
- Strong interpersonal and communication skills

Interested? Please email jobs@expertise.bm.

All enquires will be dealt with in strict confidence.

Closing date: June 07, 2012

