

FORS LIMITED

Trust Accountant

FORS Limited (www.fors.bm), a local financial services company, located at 42 Reid Street, Hamilton HM11 requires the services of a Trust Accountant. Reporting to the Managing Director, the Trust Accountant will be responsible for a portfolio of client engagements which includes the preparation and completion of accounting files and financial statements and liaising with clients during the process.

The Primary Duties and Responsibilities of this role include:

- Accounting for a portfolio of client engagements
- Preparing files and issuing unaudited financial statements
- Preparing reports for clients and other information for meetings of beneficial owners, trustees and shareholders
- Liaising and communicating with clients, custodians, investment managers and trustees
- Assisting with training of new staff as required

Job Specifications:

- Professional accounting designation, e.g. CA, CPA, ACA required
- Investment accounting experience required
- Experience working with Advent Geneva is an advantage
- Minimum 2 years post-qualification accounting/investment experience in the trust or fund administration industry
- Working knowledge of Trusts is an advantage
- Ability to establish and maintain key client relationships is essential
- Strong multi-tasking and organizational skills are essential
- Ability to meet tight deadlines while maintaining a high level of accuracy, professionalism and confidentiality
- Strong written and verbal communication skills
- Ability to prioritize
- **Due to the nature of the business, the ability to work overtime as needed is required**

All applications will be treated in the strictest confidence and all interested candidates should apply in writing detailing their specific experience in all the above areas and attaching a full resume to FORS Limited at humanresources@fors.bm

Closing date: Friday, September 7, 2012