

CHARTIS



Chartis Bermuda Limited

Invites applications for the position of:

Assistant Vice President Financial Planning & Analysis

Chartis Bermuda Limited is a Bermuda-based insurance management and management services company, which provides services and resources to Chartis' Bermuda operations and affiliates around the world.

The Risk Management Division in Bermuda is a part of the Chartis group network of general (Property/Casualty) insurance companies. It is a unit of Chartis' Global Risk Solutions and is responsible for the provision of Risk Management services to a wide range of multinational programs for many of the world's largest corporations. In addition, we provide reinsurance administration support to the various Chartis regional offices throughout the world.

We are seeking applications for an Assistant Vice President Financial Planning and Analysis to work in the Accounting and Finance Unit for the Risk Management Division. The successful candidate will be responsible for the accounting and corporate reporting of the Risk Division. In addition, they must be a "hands on" manager who is able to meet tight deadlines in a demanding work environment. This position will report to the Vice President Controller.

Duties and Responsibilities:

- Fulfill monthly, quarterly and annual corporate reporting requirements
- Prepare and analyze management reports and accounts, including annual budgets
- Maintain accurate and complete financial records
- Review and maintain internal controls
- Any other duties as assigned

Qualifications and Experience:

- Recognized professional accounting designation (CA, CGA or CPA), or equivalent
- Experience in an insurance/reinsurance environment is required.
- Excellent communication, organizational, analytical and management skills
- Extensive experience in working with windows-based applications such as Excel and other related applications
- Familiarity with the SUN General Ledger System and the Genius Reinsurance System would be an advantage
- Highly motivated individual possessing great attention to detail who is able to work on own initiative and meet deadlines

A detailed résumé should be sent in confidence to the:

**Human Resources Generalist
Chartis Bermuda Limited
P.O. Box HM 152, Hamilton HMAX
or email: hrbermuda@chartisinsurance.com**

No Agencies Please

Preference will be given to Bermudians and Spouses of Bermudians

Applications must be received by November 16, 2012

Chartis Bermuda Limited is an Equal Opportunity Employer