



Liberty Mutual Management (Bermuda) Ltd. ("LMMB") is a subsidiary of Liberty Mutual, which is one of the largest multi-line insurers in the property/casualty field.

SENIOR VICE PRESIDENT

LMMB is seeking a qualified person for the role of Senior Vice President to undertake oversight and management of the company's qualified accountants, client base and operations of the company. This is a highly responsible position reporting directly to the president of the company and requires a strategic thinker and highly motivated individual.

Specific job responsibilities include, but are not limited to:

- Develop and cascade the organization's strategy to a team of qualified and trainee accountants, assuming ultimate responsibility for a large portfolio of captive, (re)insurance, rent-a-captive, and holding companies across multiple domiciles;
- Review and monitor client engagement costing, pricing and profitability;
- Negotiation of client and vendor contracts;
- Maintain and monitor staffing levels and implement appropriate recognition and corrective practices to align personnel with company goals;
- Set and monitor employee objectives and conduct performance evaluations;
- Establish and monitor the sound internal control function of the company, including Codes of Conduct, Best Practices and Sarbanes Oxley;
- Oversight of the company's Information Technology (IT) platform and its security including maintaining the data network and software systems and developing and maintaining the company's Business Continuity and Disaster Recovery plans.

The ideal candidate must possess:

- A recognized professional accountancy designation (CA, CPA etc) with a minimum of 10 years post qualification experience within the field of managing (re)insurance companies, captives, rent-a-captives and segregated accounts companies;
- A recognized (re)insurance designation (CPCU, ARe, etc);
- Experience managing captives in multiple domiciles including knowledge of both on-shore and off-shore regulatory requirements;
- The ability to lead and motivate a team to meet strict reporting deadlines, work under pressure and deal with multiple projects;
- A proven track record of managing a high performance team of qualified accountants;
- Excellent report writing and presentation skills;

VICE PRESIDENT

LMMB is seeking a qualified person for the role of Vice President and Technical Officer to undertake general oversight and management of a team of qualified accountants and a portfolio of multi-domiciled clients. This is a highly responsible position requiring a strategic thinker and highly motivated individual.

Specific job responsibilities include, but are not limited to:

- Manage a team of qualified accountants and administrative staff assuming ultimate responsibility for a large portfolio of captive, rent-a-captive and segregated accounts companies in Bermuda, Cayman and Vermont;
- Provide technical expertise, direction and guidance to all staff in the areas of regulatory compliance and sound corporate governance in a multi-domiciled setting;
- Maintain the quality assurance function for all internal and external reporting, including the internal review and external audit of financial statements;
- Provide technical knowledge, direction and guidance to your team on accounting for complex (re)insurance transactions;
- Set and monitor employee objectives and conduct performance evaluations.

The ideal candidate must possess:

- A recognized professional accountancy designation (CA, CPA etc) with a minimum of 7 years post qualification experience, and 5 years experience within the field of managing (re)insurance companies, captives, rent-a-captives and segregated accounts companies;
- A recognized (re)insurance designation (CPCU, ARe, etc);
- Experience managing captives in multiple domiciles including knowledge of both on-shore and off-shore regulatory requirements;
- A proven track record of managing a team of qualified accountants;
- The ability to lead and motivate your team to meet strict reporting deadlines, work under pressure and deal with multiple projects. This position will require extended working hours, including weekends and holidays;
- A detailed knowledge of captives, with the ability to prepare financial reports, including GAAP, statutory and management financial statements, from source information;
- A high degree of computer literacy in Excel, Word, Outlook and Sun Accounts applications;
- Excellent report writing and presentation skills;

ASSISTANT VICE PRESIDENT

LMMB is seeking Assistant Vice Presidents to undertake general oversight and management of qualified accountants and a portfolio of clients. This is a highly responsible position requiring a strategic thinker and highly motivated individual.

Specific job functions include:

- Oversee and provide direction on the accounting, administration, governance, reconciliations, client meetings, correspondence and board meetings on the various programs;
- Monitor operational controls and backup for each client account both internally and externally;
- Review financial materials and work;
- Troubleshoot day-to-day issues with staff and provide direction as needed;
- Periodically perform evaluations and objective setting sessions with the qualified accountants.
- Day to day administration of a portfolio of insurance and captive management accounts;
- Provide accounting services;
- Liaise with clients, attorneys, accountants and portfolio managers.

The candidate must possess:

- A recognized professional accounting designation (CA, CPA or equivalent) with either three years experience managing insurance and reinsurance companies, including captives or management experience working with captives;
- Ability to meet tight deadlines, to work under pressure and to deal with multiple priorities which will require extended working hours including weekends and holidays;
- Detailed captive knowledge with an ability to produce written financial reports, including management, GAAP and statutory financials from basic transaction information;
- A high degree of computer literacy-proficiency in Excel, Word, Outlook and Sun Accounts;
- Ability to clearly communicate verbally and in writing;
- Interpersonal skills enabling person to work well in a small diversified team environment;
- Management experience and a recognized insurance designation would be an asset

Interested candidates for these positions should submit resume with a covering letter describing how they meet these requirements to: Personnel Manager, Liberty Mutual Management (Bermuda) Ltd., Maxwell Roberts Building, 4th Floor, One Church Street, Hamilton, P.O. Box HM 2455, Hamilton HMJX. Telephone No: 296-2131 or Fax No: 296-8846.

Closing date: 15th February, 2013