



Butterfield Fulcrum Group (Bermuda) Limited Senior Fund Accountant

Butterfield Fulcrum Group (Bermuda) Limited is a leading independent alternative fund administration company providing fund administration, middle office and reporting services to hedge funds, fund of funds, managed accounts, private equity and real estate funds. Headquartered in Bermuda, the company services more than 800 funds and has 11 offices in nine countries. A winning combination of proprietary technology and industry leading vendor based software places Butterfield Fulcrum in the position to provide a level of service beyond the reach of much of our competition. Butterfield Fulcrum has been in the alternative investment servicing business since 1995.

Requirement

Due to exceptional demand for its services Butterfield Fulcrum Group (Bermuda) Limited is seeking a Senior Fund Accountant to work in its Bermuda office. This is a unique opportunity to join a dynamic, fast growing organization.

The successful applicant will work closely with a Manager to provide excellent service to BFG clients. The role involves working on funds with a variety of deliverables, daily, weekly and monthly.

Key Responsibilities:

- Provide a full range of fund accounting services to hedge fund clients, including Net Asset Value (NAV) and financial statement preparation, and investor record keeping and recording
- Price portfolios including Equities, Options, Futures, Fixed Income, OTC's and Forwards
- Ensure that all client deliverables, queries and issues are met on a timely basis and of a quality standard
- Prepare SSAE 16 compliant daily, weekly and monthly files
- 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:

- Minimum of three year's progressive hedge fund administration experience
- University Degree in Business, Finance, Economics or Accounting, qualified or part qualified accountant or other relevant qualification preferred
- Strong working knowledge of hedge and mutual fund accounting techniques
- Experience in accounting for complex financial instruments
- Ability to work efficiently within strict deadlines, where significant overtime may be required
- Proficient in the Microsoft Office suite of software applications
- Working knowledge of Bloomberg
- Able to demonstrate an understanding of funds, fund structures, fee calculations, trading strategies, financial instruments and fund offering documentation
- Strong communication and interpersonal skills (oral, written and presentation)

Preference will be given to candidates who:

- Have performed a similar role
- Have worked with Advent Geneva
- Are Bermudian or spouse of a Bermudian

Candidates will be required to attend an interview. Candidates will also be required to sit an Excel based case study and industry knowledge test.

Butterfield Fulcrum Group (Bermuda) Limited is licensed by the Bermuda Monetary Authority under the Investment Funds Act 2006.

Butterfield Fulcrum Group (Bermuda) Limited is licensed by the Bermuda Monetary Authority to conduct Trust Business.

If interested please email: resumes-BER@bfgl.com

All enquiries will be dealt with in strict confidence.

Closing date: March 22, 2013