



Our people are our competitive advantage.

At Butterfield, we pride ourselves on being approachable, disciplined and proactive. If you embody these qualities and have the necessary experience, you may be the one we're looking for.

Group Investment Controller

Finance Division

This position, reporting to the Senior Vice President, Finance is responsible for all accounting as well as financial, management and regulatory reporting for the Bank's Consolidated Investment Portfolios.

Your responsibilities will include:

- repairing investment note disclosures for each jurisdiction and the Bank's consolidated financial statements in compliance with Group accounting policies under US GAAP
- preparing month/quarter-end working papers (year-end audit working papers and associated analytics) and related journal entries
- preparing monthly data submissions for all investments for inclusion in the Group's central risk system ('QRM') and reviews reports
- working with the Group Planning and Forecasting team to prepare forecast assumptions
- preparing regulatory reporting submission sections related to jurisdictional and Group Investments
- responsible for jurisdictional and Group general ledger/sub-ledgers for all investment related accounts and ensuring Group Investments fully reconcile/consolidate
- preparing monthly three way reconciliations between the investment manager, the custodian and the accounting records
- developing and implementing common Group finance procedures, processes and controls related to investment accounting and reporting in accordance with Group Enterprise Risk Management standards
- working with systems team to develop and test new standard Group investment reports
- overseeing and managing current outsourced valuation and accounting engagement with third party service provider
- analysing and reviewing yields and returns on jurisdictional and Group Investment Portfolios and preparing impairment tests in accordance with US GAAP
- developing input procedures ensuring strong controls are in place over the core data and accuracy, integrity and reliability of system generated reports
- designing and implementing standardised reporting to conform to best practice
- acting as primary contact for all investment related issues and queries

Your experience may include:

- University degree with an accounting qualification (CA, CMA, CPA), seven years experience in US GAAP investment accounting and fund administration
- knowledge of securitised investment products and residential mortgage-backed securities and reporting requirements
- knowledge of UK GAAP and IFRS would be an asset
- excellent analytical and problem solving with strong project management, communication and mediation skills
- must have high ethical standards and the ability to build trusting relationships
- must be a self-starter, results-oriented and customer service focused
- efficient time management skills and ability to meet tight deadlines which includes working outside of normal hours and on weekends and statutory holidays
- proven ability to effectively work with multi-disciplinary teams in diverse locations and manage outsourced valuation and accounting functions
- proficiency in one or more of following systems; Excel, Portia, MFACT, Advent Geneva, Intex and SAP would be an asset
- proficient in Microsoft Office suite of applications, specifically Excel (Pivot Tables)

Please apply by 26 July 2013 to:
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