

qualified accountant

North Rock Investments Limited is a group of independently managed companies that includes Applied Computer Technologies Limited, The Complete Office Limited and Switchworx Limited.

The North Rock Investments Group is the only organization in Bermuda, which can provide organizations with all their infrastructure needs from office furniture and supplies, structured cabling, desktop computers, enterprise servers, LAN/WAN communications equipment, IT design and management services, remote storage and disaster recovery services.

As the Qualified Accountant for the Group of Companies, the successful candidate will report to the Chief Financial Officer and will be responsible for a wide variety of accounting, supervisory and administrative tasks including, but not limited to:

- Preparation of monthly financial statements for the group of Companies in accordance with GAAP.

- Preparation of the annual budget, as well as the monthly budget to actual comparisons and variance analysis of any significant differences for the group of companies.

- Ensure that there are adequate controls and checks in place to maintain the integrity of the books and records for the companies.

- Control and reconcile sub ledger accounts to General Ledger, including bank reconciliations.

- Prepare, analyze, and report on divisional revenues, profitability and other key performance measures.

- Maintain the Fixed Assets inventory and depreciation schedules in accordance with established policies.

- Inventory control, coordination and supervision of quarterly inventory counts.

- Processing of bi-monthly payroll and filing of quarterly payroll tax returns.

- Advise Senior Management of any major accounting developments.

- Perform other duties as assigned by the Chief Financial Officer.

Minimum Required Skills, Qualifications & Experience

- A Professional Accountancy qualification (e.g. CA, CPA, CGA, CMA) including at least a minimum of 3 years as a qualified accountant.

- A thorough knowledge of US and Canadian GAAP.

- Experience in the construction industry with contract revenue recognition and accounting knowledge of the retail sales industry.

- Ability to implement and enforce inventory controls.

- High Degree of proficiency with PC systems and spreadsheet applications in a Microsoft environment.

- Experience with Great Plains GP2010.

- Strong analytical and problem solving skills with attention to detail.

- Excellent interpersonal, organizational and communication skills, both verbal and written.

- Ability to meet deadlines, occasionally necessitating overtime.

- A high degree of self-motivation and a "Team Player" attitude.

- Experience in Managing Staff.

- Ability to work on his / her own initiative.

- Drive and initiative necessary to assume responsibility for special projects as they arise.

Salary and related staff benefits will be competitive and commensurate with the qualifications and experience required for this position.

A detailed resume accompanied with written references should be submitted no later than August 30, 2013 addressed as follows:-

Human Resources
North Rock Investments Limited
P.O. Box HM 2091
Hamilton HMX

Email: careers@act.bm