

## Assistant Financial Controller

EY, a global market-leading professional services organization, with dynamic people in more than 150 countries, is committed to operating with integrity, quality and professionalism in the provision of audit, tax, advisory and transaction advisory services.

We are currently seeking applications for an exciting career opportunity as an Assistant Financial Controller in our Bermuda office. The successful applicant will work directly with the Bermuda Financial Controller to supervise a number of finance functions for the Bermuda office. The successful candidate will be an experienced professional that is looking for broader development opportunities and the chance to work on a greater variety of projects, and as a key member of the finance team, will be expected to embrace a positive learning culture, as well as display a high level of integrity, enthusiasm and an ability to manage their own workload.

### Responsibilities:

- ▶ Prepare and post all month-end journals, including the prepaid journal, corporate credit card journal and fixed assets journal
- ▶ Oversee the Accounts Payable (AP) staff and make sure invoices are reconciled and vendors paid timely, as well as provide backup when necessary
- ▶ Provide assistance with balance sheet reconciliations, bank reconciliations and daily cash management
- ▶ Assist the Accounts Receivable (AR) staff in completing their functions, including check receipt coding, refunds, process payments and bank deposits
- ▶ Prepare various ad hoc financial reports and may assist with monthly payroll processing and other special projects as required

The successful applicant must be willing to work overtime on short notice as well as be able to multitask and work to tight deadlines, especially around month-end reporting.

### Required skills/experience/attributes:

- ▶ A bachelor's degree in accounting, finance or a related discipline; candidates who have obtained or are actively pursuing a professional accounting qualification, such as the CPA, are preferred
- ▶ A minimum of four years of relevant experience in a similar position; experience in a professional services firm would be an asset
- ▶ Proficiency with Microsoft Excel, Word and PowerPoint; experience with Great Plains would be desirable
- ▶ Excellent interpersonal communication skills and the ability to exercise discretion and confidentiality in all matters
- ▶ A dedication to teamwork and integrity within a professional environment

To apply for this exciting career opportunity, please visit the careers section of our website, [ey.com/bermuda](http://ey.com/bermuda) (job reference: **BER000PE**); email your resume and cover letter to [hbrm@bm.ey.com](mailto:hbrm@bm.ey.com); or call **+1 441 295 7000**.

Deadline for applications: **5 October 2015**

EY, an equal opportunity employer, values the diversity of our workforce and the knowledge of our people.