

Details Management Ltd. ("Details") offers a full range of Accounting, Part-time Controller, Recruitment, and Bookkeeping/Payroll Administration services in support of an array of local and international companies. We are currently seeking a:

## Senior Accounting Manager

### *Investments & Insurance (Part-Time)*

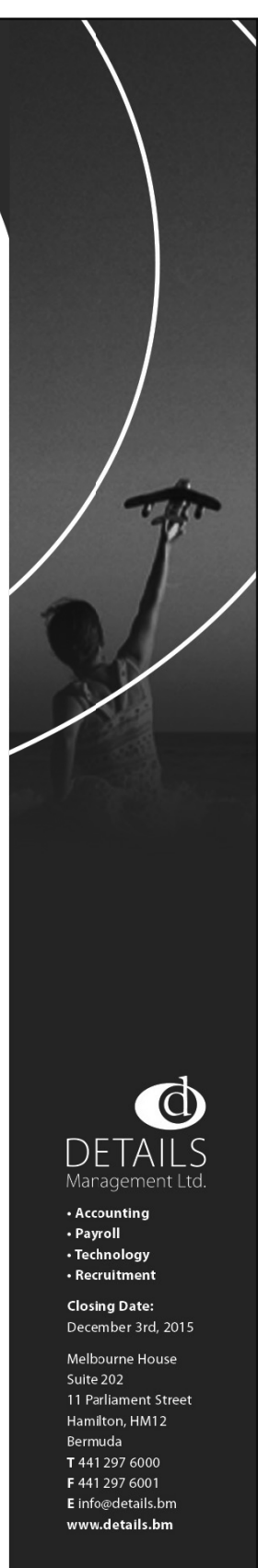
#### **Responsibilities:**

- Responsible for the preparation and review of financial statements, accounting records, and the completion of special projects for client assignments;
- Perform as part-time controller with a variety of clients involved in the insurance, investment and local industries, incl. NFPO's;
- Manage multiple client workloads and meet strict reporting deadlines;
- Maintain existing client relationships and the development of new business;
- Provide clients with advisory support in accounting, cash flow management and other business related matters;
- Develop and present proposals to client boards and senior representatives;
- Manage the configuration and maintenance of client compensation systems using both QuickBooks and MS Dynamics GP, including providing guidance involving 401K & NPS plans, the Bermuda Payroll Tax Act, and regulatory compliance;
- Management of client external audit requirements, including the preparation of relevant analysis and support documentation;
- Management and supervision of both internal and client personnel;
- Internal duties as required by management, including the support of staff training initiatives.

#### **Required Qualifications and Experience:**

- A recognized accounting designation with a minimum of 8 years of post-qualification experience, with a record of progressive responsibility;
- Previous financial reporting experience within both the insurance and investment industries;
- An in depth understanding of U.S. & Canadian GAAP and previous experience with the preparation of GAAP financial statements;
- A strong understanding of, and experience applying, Canadian Accounting Standards for Not-for-Profit Organizations ("ASNPO");
- A strong understanding of, and previous experience applying, Bermuda payroll standards and associated compliance requirements;
- Some knowledge of U.S. personal tax reporting requirements and 401K compliance would be an asset;
- A high degree of proficiency in the use of the Microsoft Office Suite of products, primarily Excel;
- Previous experience using, and a strong proficiency with, QuickBooks;
- Previous experience using, and a strong proficiency with, FRX & Microsoft Dynamics GP's – General Ledger & Payroll modules;
- Strong interpersonal and client service skills;
- Maintenance of strict confidentiality as it relates to client information;
- Previous staff management experience;
- Candidates must have a proven ability to independently manage work loads with minimal supervision.

Interested candidates should submit their resume, covering letter and two references by December 3rd 2015 via email to [info@details.bm](mailto:info@details.bm) (Ref: SA112215)



**DETAILS**  
Management Ltd.

- Accounting
- Payroll
- Technology
- Recruitment

**Closing Date:**  
December 3rd, 2015

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