



Financial Solutions Specialist

Abacus Ltd., an established, dynamic accounting services and business solutions company, is seeking self-motivated candidates to support a broad base of small to medium sized business within multiple industries.

Reporting to the Accounting Manager, key responsibilities include:

- Recording transactions for cash, accounts receivables, inventory, accounts payable, revenue, expenses and other areas as needed
- Preparing and processing payroll including benefits administration
- Performing weekly, monthly or ad hoc reconciliations of general ledger accounts including bank reconciliations
- Updating and reconciling general ledger, including posting journal entries
- Preparing trial balance
- Assisting with the preparation of financial statements
- Assisting with financial forecasting and preparing ad hoc reports
- Effectively liaising with third parties, vendors and banks etc. as required

Qualification, Experience and Skills:

- Bachelor's degree in Accounting/Finance with a minimum of five years of current accounting experience
- Familiarity with relevant local employment and benefits legislation
- Proficiency with accounting software applications including Microsoft Dynamic GP and QuickBooks
- Proficiency with MS Office Suite, particularly Excel
- Excellent organizational, analytical and interpersonal skills
- Proven ability to work independently and proactively to meet client needs while maintaining the highest standards of confidentiality
- Strong attention to detail while producing accurate and high-quality work
- Strong communication skills and the ability to solve problems and transfer knowledge
- Ability to organize and judge priorities

Interested applicants should apply in writing to:

Ontru: Human Resources-**Abacus Ltd.**
20 Church Street, 2nd Floor
Hamilton, HM 11
Or email:hr@ontru.bm

All applications must be received no later than Sept 25, 2017