

## **Supervisor, Fund Accounting**

### **About MUFG Investor Services**

MUFG Investor Services provides asset servicing solutions to the global investment management industry. Leveraging the financial and intellectual capital of MUFG – one of the largest banks in the world with \$2.4 trillion in assets – we provide clients access to a range of leading solutions from fund administration, middle-office outsourcing, custody, foreign exchange, trustee services and depository to securities lending and other banking services.

### **About MUFG Fund Services (Bermuda) Limited**

MUFG Fund Services (Bermuda) Limited is fully licensed by the Bermuda Monetary Authority to act as a Fund Administration service provider and is part of MUFG's Investor Services Group.

### **Requirement**

Due to exceptional demand for its services MUFG Fund Services (Bermuda) Limited is seeking a Supervisor, Fund Accounting to work in its Bermuda office. This is a unique opportunity to join a dynamic, fast growing, global organization. The successful applicant will work closely with the reporting Manager to provide excellent service to MUFG Investor Services clients.

### **Key Responsibilities**

- Oversee the processing, reconciliation and review of cash, collateral and premium for collateralised reinsurance deals for various insurance vehicles, including Class 3 Bermuda reinsurance companies
- Valuation, accounting and review of reinsurance deals
- Manage the preparation, review and approval of daily wire transfer. Assist with Net Asset Value (NAV) calculation and investor record keeping and recording for a variety of Funds, preparing SSAE 16 compliant files as well as custom reporting packages
- Responsible for peer review of NAV computation for all the funds belonging to the client accounts managed
- Processing of catastrophe bond issuance, maturity, redemption and coupon interest received
- Manage and assist with the preparation of monthly/quarterly management accounts and reporting packages for various reinsurance entities
- Manage and assist in the preparation of Fund financial statements and tax reporting
- Manage and assist with client regulatory reporting requirements (i.e. Form PF, CPO-PQR)
- Manage, train and mentor junior team members as assigned
- Ensure that all client deliverables, queries and issues are met on a timely basis and of a quality standard
- Identify and highlight opportunities for internal process improvement and increase in efficiency
- Participate in various systems initiatives and projects and other duties as assigned

### **Minimum Qualifications, Skills and Experience**

- University Degree in Business, Finance, Economics, Science or Accounting; qualified accountant or other relevant qualification preferred
- Minimum of three years progressive hedge fund and/or reinsurance experience.
- Strong, demonstrable working knowledge of reinsurance products and the insurance industry, including experience reviewing, accounting for and/or auditing reinsurance contracts and reinsurance entities
- Advanced financial accounting and/or auditing skills including experience accounting for complex financial instruments
- Proven ability to gain and retain client confidence
- Ability to work efficiently within strict deadlines, where significant overtime may be required
- Proficient in the Microsoft Office suite of software applications with strong Excel skills
- Knowledge of hedge and mutual fund accounting techniques an advantage
- Strong communication and interpersonal skills (oral, written and presentation)

### **Preference will be given to candidates who:**

- Have performed in a similar role
- Are Bermudian or spouse of a Bermudian

Qualified candidates will be required to attend an interview and sit a reinsurance industry knowledge test.

### **Compensation**

MUFG provides all of its employees with an extremely competitive and attractive compensation package. Starting salary will be dependent on previous experience.

Interested candidates should forward their resume and cover letter via [www.mufg-investorservices.com/career/](http://www.mufg-investorservices.com/career/).

All enquiries will be dealt with in strict confidence.

### **MUFG is an equal opportunity employer.**

**Closing date: January 16, 2018**

### **NO AGENCIES PLEASE**

**MUFG Fund Services (Bermuda) Limited**

A subsidiary of Mitsubishi UFJ Fund Services Holdings Limited.

MUFG Fund Services (Bermuda) Limited is incorporated in Bermuda as a limited company. Company Registration Number LC/1797.

MUFG Fund Services (Bermuda) Limited is licensed by the Bermuda Monetary Authority under the Investment Funds Act 2006.

MUFG Fund Services (Bermuda) Limited is licensed to conduct Trust Business by the Bermuda Monetary Authority.

Registered Office: The Belvedere Building, 69 Pitts Bay Road, Pembroke HM 08, Bermuda.