



PROGRESS. PASSION. POSSIBILITIES.

KPMG professionals are individuals who take deep, personal accountability for their work; have a passion for excellence; remain driven to achieve their full potential; and understand the value of building relationships with clients, future clients, their communities, the global firm and each other. A KPMG professional has a strong work ethic, thrives on challenges, and is dedicated to providing outstanding client services.

Senior Manager

We are seeking a Senior Manager in our internal Finance department responsible for the overall supervision and management of the Finance Department. The incumbent will provide leadership and coordination of the business planning, budgeting, forecasting, analysis, accounting and reporting for the firm. This position reports to the Chief Operating Officer (COO) on all day-to-day operational matters and will coordinate strategic system and project initiatives for Finance through the Project Management Office and provide and present financial information to the Executive Committee.

Key duties of this role include, but not limited to, the following:

- Oversee all aspects of the day-to-day operations of the Finance Department, including supervision of all staff;
- Develop, implement, monitor and recommend improvements to the financial controls and procedures of the firm;
- Coordinate the preparation of financial statements, reports, special analyses and management information, including but not limited to: monthly KPIs, quarterly financial reports, periodic and ad hoc expenditure and variance analyses, compilations for KPMG International, submission to government and external agencies, etc.;
- In conjunction with the COO, and supported by Senior Manager, Finance (Strategy), oversee and develop department strategy and direct the implementation of operational plans, projects, programmes and system enhancements with the assistance of the Project Management Office;
- Establish and maintain appropriate internal control safeguards and ensure records systems are maintained in accordance with KPMG Global compliance standards and serve as the principal point of contact for, and support all, internal and external compliance reviews;
- Implement COO approved short- and long-range departmental goals, objectives, policies and operating procedures;
- Oversee the payroll function, calculate and remit payroll tax, and review all staff benefits and deductions;
- Manage operational cash flows and oversee balance sheet control;
- Compile and analyse budget and forecasting data and reports;
- Check, approve and post GL and sub-ledger transactions;
- Review and approve staff requests for reimbursement of business expenses;
- Approve bank transfers for authorised payments;
- Check and approve bank reconciliations;
- Ensure the necessary business licenses and insurance are up-to-date and sufficient for the needs of the business; and
- Interact with business managers and staff to provide system training and consultative support to planning initiatives through financial and management information analyses, reports, and recommendations.

The successful candidate must have the following qualifications, skills and attributes:

- A qualified accountant with a minimum of 5 years' post qualification and management experience;
- A deep understanding of, and experience in, the day-to-day operations, accounting and reporting for professional services firms;
- Strong financial, accounting and technical skills;
- Strong experience in Great Plains;
- Proficient in Microsoft Office applications with advanced spreadsheet abilities;
- Enhanced knowledge of STAR and STAR reporting is essential;
- Proven experience of managing and working with teams that have a diverse range of experience;
- Demonstrated ability to share knowledge, coach, train, develop and motivate staff;
- Strong verbal and written communication skills with the ability to communicate to members of the firm at all levels;
- This is a highly trusted role that requires a strong degree of confidentiality and integrity;
- Drive for results, sense of urgency, confidence and passion for success are all attributes of the ideal candidate for this challenging and rewarding opportunity; and
- Mature, self-motivated, well-organised, hard working, enthusiastic and professional.

To apply for the above position, please visit our careers page at **kpmg.bm**.

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Deadline to apply is Friday, March 9, 2018.

KPMG is an equal opportunities employer.

