

**Estera** Management (Bermuda) Limited is seeking a qualified, motivated individual to provide comprehensive management, including the on-going provision of accounting services, general administration and maintenance of clients to meet the requirements of Bermuda registered companies, trusts and insurers.

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## Director of Client Services - Part-time Contract

This position reports to the Operations Director and is responsible for providing client and accounting services to a portfolio of insurance companies on a part-time basis.

Key responsibilities include:

- Providing support to a varied portfolio of clients, which include companies, trusts and estates as well as Bermuda registered insurance companies
- Developing a strong client development strategy, by identifying new areas of business needs
- Maintaining accurate client accounting records and preparing financial reports in accordance with industry requirements and standards
- Assisting in the design and delivery of optimal offshore management solutions to multi-jurisdictional client structures

### **Knowledge, skills and experience required:**

- Professional accounting designation (CA, ACCA, ACA, CPA, etc.)
- A minimum of seven years post qualification experience
- Proficient in preparation of Statutory Financial Returns in accordance with the Bermuda Insurance Act and familiarity with insurance account practices
- Strong working knowledge of Bermuda regulations and the Insurance Act and associated regulations with respect to captive and commercial insurance
- Knowledge of life insurance and insurance accounting will be beneficial
- Familiarity with US GAAP, IFRS and Bermuda statutory accounting
- Ability to demonstrate experience with supporting business development, marketing and client relationships
- Excellent written and oral communication skills
- Good client relationship and organizational skills
- Excellent interpersonal skills with proven ability to promote a team environment and a strong work ethic

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If you have a keen commitment to quality results and enjoy working in a demanding professional environment, please apply online by going to in the Careers section of our website at [www.estera.com](http://www.estera.com) before **9 April 2018**.

Alternatively, written applications, with curriculum vitae, should be addressed in confidence to the Human Resource Department, Estera Services (Bermuda) Limited, PO Box HM 1624, Hamilton HM EX.