

## Liquidations Manager

The Liquidations Manager is responsible the day to day management and supervision of the firm's solvent liquidations department and related matters reporting to a Senior Director of the firm. The individual will be encouraged to shape the role in accordance with the needs of the business and will work closely with directors, associates, corporate and trust managers and support staff in Bermuda and other offices in the Conyers global network.

### What Will You Do

- Provide oversight and leadership to a small team of liquidation administrators regarding deliverables and performance management
- Conduct pre-liquidations reviews
- Liaise with clients (internal and external) with regard to questions in respect of solvent liquidations
- Liaise with local regulatory bodies, auditors and accountants on a time responsive basis as required
- Act as senior relationship manager with clients in respect of service delivery, ensuring that service excellence is provided within a timely manner
- Manage compliance and risk rating requirements within your remit
- Monitor changes in relevant legislation and regulatory environment and implement any necessary policies and procedures
- Develop knowledge and practical capabilities and proactively manage and promote the development of team knowledge and the development of key skills
- Provide in-house guidance on liquidation procedures including presentations
- Provide, where requested, presentations to clients and other organizations

### What You'll Need

- University degree, preferably in business, finance, law, accounting, or a related field. Consideration for professional designation such as (CFA, ACCA, CA, ICSA) will be given
- 6 to 10 years' experience preferably within the professional or financial services sector
- 2 to 3 years of experience in a management role
- Exceptional relationship management skills with a client service mind set
- An understanding of company law and the solvent liquidation process
- Ability to read financial statements
- Well-developed oversight and organizational awareness skills
- Decision making ability
- Ability to work independently and think critically
- Ability to seek out and suggest alternative procedures to meet objectives and strict deadlines
- Strong written and verbal communications skills with particular emphasis on quality control and attention to detail
- Mature skills in planning and organizing, and handling conflicting priorities in a business-driven way
- Ability to drive team and individual performance
- A high level of initiative and independence
- Strong computer skills using the following Microsoft Office applications: Word and Excel

**Résumés with references may be submitted in complete confidence to:**

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