

FINANCE ASSOCIATE

Our client, Roche Services Holdings Ltd., is a member of the Roche Group, a global research-focused healthcare company. Roche's Bermuda office houses several of the Group's finance companies involved in investments, captive reinsurance, factoring, intellectual property business and pension administration.

The Company invites applications for the position of Finance Associate. Successful candidates will be given the opportunity to use their finance and accounting skills under an experienced management team.

Duties and responsibilities:

- Assisting the team leader in timely and accurate monthly monitoring and financial reporting for investment portfolios, intellectual property portfolios and re-insurance contracts
- Month end accounting procedures and reporting as directed by the Finance Manager
- Daily cash posting and investment portfolio accounting
- Analysis of research and development budgets and costs
- Performing various Back Office duties to support the Treasury Department
- Undertaking ad-hoc projects at the request of the Finance Manager

Required skills and qualifications:

- A university degree in commerce, finance or accounting
- A professional accounting designation (CA, CPA) with a minimum of three years of post-qualified experience
- Captive re-insurance experience, and progress towards a re-insurance designation is an asset
- Excellent communication skills, both written and oral
- Proficiency in the Microsoft suite of programs
- Experience with SAP accounting software is desirable
- Self-motivation, and an ability to work well under pressure and extra hours during month end
- Must be able to work public holidays as necessary

Qualified candidates should submit a covering letter and resume to tiffany.tavares@careyolsen.com or to the attention of Tiffany Tavares, Atlantic House, 2nd floor, 11 Par-la-Ville Road, Hamilton HM11. Tel 542 4503. All enquiries will be treated confidentially.

Closing Date: 18 January 2019