

Our people are our competitive advantage.

At Butterfield, we pride ourselves on being approachable, disciplined and proactive. If you embody these qualities and have the necessary experience, you may be the one we're looking for.

Assistant Vice President, Card Finance Control & Reporting – Card Services

Retail Banking

Reporting to the VP, Group Head of Card Finance, the incumbent will be responsible for managing department statistical and analytical reporting, and the expense components of the Issuing and Acquiring business in Bermuda and Cayman. In addition, the incumbent will perform various monthly and quarterly financial functions, including accrual preparation, financial reporting/analysis and meet a wide range of internal/external audit requirements.

Your responsibilities will include:

- managing monthly statistical/analytical reporting for Bermuda and Cayman Issuing and Acquiring business, for submission to senior management
- analysing and tracking billing expenses for card processors, Mastercard, Visa and reward partners
- tracking and compiling key components of the industry-specific revenues and expenses for the Issuing and Acquiring business for Bermuda and Cayman
- performing month and quarter-end financial processes subject to strict deadlines, including preparing monthly accruals for Bermuda and Cayman Issuing and Acquiring business, reporting on business activity to meet regulatory requirements, and preparing and submitting Mastercard and Visa quarterly reporting
- coordinating, obtaining and submitting external/internal audit requirements and supporting documentation for testing samples
- performing annual reviews and documenting updates to processor system and control reports (for Bank's card processor), in order to meet external audit requirements
- performing ad hoc revenue and expense analysis to determine financial impacts of mandated changes or amendments to products/services, or changes to Mastercard and Visa operating fees, etc.
- deputising for the VP, Group Head Card Finance, during absences

Your experience / skills may include:

- university degree in accounting/finance or related discipline with a minimum of three years' experience in the financial industry (banking would be an asset)
- strong mathematical skills combined with sound analytical thinking, problem solving skills and quick, intelligent decision making
- ability to work independently on multiple tasks/projects with emphasis on accuracy and working to strict deadlines, specifically during month end accounting cycles
- strong written and verbal communication skills
- proficient in Microsoft Office suite of applications with superior excel skills

CLOSING DATE: 7 May 2019

All applications should be forwarded **via e-mail** to: **resumes@butterfieldgroup.com**

ATTENTION: Human Resources

Hardcopy applications will not be accepted.

www.butterfieldgroup.com



Butterfield

THE BAHAMAS | BERMUDA | CANADA | CAYMAN ISLANDS | GUERNSEY | JERSEY | MAURITIUS | SINGAPORE | SWITZERLAND | UNITED KINGDOM

The Bank of N.T. Butterfield & Son Limited is licensed to conduct banking business by the Bermuda Monetary Authority.
Address: 65 Front Street, Hamilton HM 12 | P.O. Box HM 195, Hamilton HM AX, Bermuda | (441) 295 1111