

Head of Bermuda Finance

The Head of Bermuda Finance is responsible for the day-to-day management and continuous operation of the accounting function in Bermuda, with the primary focus on the general ledger, accounts payable, management reporting, and cash management functions. This position is responsible for ensuring an appropriate control environment; adherence to established policies and procedures while driving operational efficiency across all responsible areas; managing departmental participation in corporate initiatives impacting departments and providing ongoing leadership and functional oversight. The Head of Bermuda Finance reports to the Financial Controller and interfaces directly with senior management.

What Will You Do

- Review and submit statutory, regulatory and management reporting, including budgeting and forecasting
- Guide decisions by establishing, monitoring, and enforcing policies and procedures
- Prepare documentation and analysis to respond to internal and external auditor requests
- Prepare annual Bermuda budget. Assist in setting annual budget targets, lead the departments through the process and prepare the annual financial budget for presentation to the Financial Controller
- Assist with budget objectives by scheduling expenditures; analysing variances; initiating corrective actions
- Provide status of financial condition by collecting, interpreting, and reporting financial data
- Collaborate with the Global Finance Team and provide fact-based recommendations to improve profitability, operational efficiency and effectiveness
- Prepare special reports by collecting, analysing, and summarizing information and trends
- Comply with local legislation in order to enforce adherence to requirements; file financial reports and advise management on needed actions
- Fulfil accounting and financial operational requirements by scheduling and assigning employees; following up on work results and performance
- Perform full range of personnel management responsibilities including performance management; succession planning and coaching of finance team
- Maintain professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies
- Protect operations by keeping financial information and plans confidential

What You'll Need

- An internationally recognized professional accounting qualification (e.g. ACCA, CA, CPA or equivalent) with a minimum of seven years post qualification
- Knowledge of generally accepted accounting principles
- At least five years of prior management experience with strong leadership abilities in managing and developing teams, with the ability to create clear goals, foster accountability and ownership, while encouraging delegation at appropriate levels
- Ability to maintain professional demeanour and positive attitude in a fast paced, continually changing business environment
- Strong problem resolution skills and experience in dealing directly with internal clients to manage and meet expectations for delivery of services
- Ability to transform strategic goals into project plans and meet defined deadlines
- Ability to streamline functions and have a passion to learn and grow
- Strong knowledge of internal control requirements for transactional processing required
- Proven organizational and time management skills, along with a keen attention to detail
- Ability to identify and remediate internal control deficiencies
- Excellent written and oral communication skills
- Law firm experience would be an asset

Resumes with references may be submitted in complete confidence to:

HR Department, Conyers Dill & Pearman Limited
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Closing date: July 8, 2022