



BERMUDA FOOTBALL ASSOCIATION

P O Box HM 745

Hamilton HM CX

Tel: 441-295-2199

Fax: 441-295-0773

www.bermudafa.com

FINANCIAL CONTROLLER

We require an experienced and qualified accountant to provide fiscal leadership and coordination of our accounting, reporting and business planning.

Responsibilities:

- Responsible for overall management of the accounting records of the Association, including monthly reconciliation of all balance sheet accounts
- Responsible for the preparation of timely and accurate monthly management accounts and reposts
- Manage all aspects of the Association's payroll
- Assist in the preparation of budgets, forecasts and business plans and ongoing monitoring & review of performance against them
- Prepare annual government and other grant applications, and ensure subsequent reporting is submitted in line with grant reporting requirements
- Coordination of annual statutory audit and independent reviews by FIFA and Concacaf
- Work closely with FIFA and Concacaf to understand funding regulations and ensure all reporting obligations are met
- Manage ticketing for domestic and international matches
- Billing and membership accounts
- Maintain an appropriate system of internal controls
- Function as an integral member of the team including participation on strategic committees

Qualifications, skills & experience:

- Professional accounting designation with 5+ years of experience including financial controllership or professional services with a public accounting firm;
- Experience with segregated fund accounting, reporting and cash management;
- Knowledge of ASPE, including NFP reporting principles;
- Knowledge of the Bermuda Charities Act and the reporting requirements;
- Knowledge of MS Dynamics GP or MS Business Central.
- High level MS Office suite skills;
- Excellent organizational, written and verbal communication skills
- Flexibility to work to a football schedule that will include evening and weekend duties during Cups and working with volunteer committees.

Interested individuals should apply directly in writing, enclosing a current CV and marked Private & Confidential by **Tuesday, August 2nd, 2022**

**Bermuda Football Association, Attn: General Secretary
1 BFA Way, Devonshire, PO Box HM 745, Hamilton HM CX
or by email to: dsabir@bermudafootball.com**