

Supervisor, Financial Accounting

PartnerRe, a leading global reinsurer listed on the NYSE and Euronext, is looking for a Supervisor, Financial Accounting to join our Finance and Accounting team. The Supervisor, Financial Accounting will report directly to the Financial Accounting Manager and will ensure efficient, accurate and timely quarterly closings, prompt budget versus actual analysis and complete and accurate processing of payments for the Bermuda Companies.

PartnerRe

All applications will be held in the strictest confidence and should be sent in writing to:

**Manager, Compensation and Benefits/Recruitment
PartnerRe
P.O. Box HM 2573
Hamilton HM KX**

Or e-mail:
careers@partnerre.com

First preference will be given to suitably qualified Bermudians or spouses of Bermudians.

PartnerRe is an equal opportunity employer that offers a competitive compensation package as well as comprehensive benefits with the opportunity for professional development within a dynamic environment.

The primary responsibilities will be to:

- Supervise day-to-day accounts payable process including, creation of vendors in Peoplesoft, review of wire instructions, review and analyze accounts payable reports, review SOXs related activities to ensure compliance and regular reconciliation of accounts payable reports to the general ledger
- Supervise and train Accounts Payable Analysts
- Reconcile intercompany activity and ensure timely settlements
- Prepare quarterly variance analysis for actual versus budget, actual versus prior, etc.
- Prepare fixed asset schedules and record depreciation entries
- Prepare quarterly work paper binders for various Bermuda Business Units including preparation of support documentation
- Work on projects as directed by the Controller or Financial Accounting Manager
- Oversee the petty cash administration for completeness accuracy ensuring that monthly reconciliations are done and supported
- Manage employee travel expense accounts ensuring timely clearing of accounts

Applicants must possess the following skills and experience:

- Undergraduate degree desirable, or equivalent Finance/Accounting background required
- Prior experience with PeopleSoft (Accounts Payable module)
- Prior experience supervising staff would be an asset
- Ability to draft variance commentary
- Strong IT skills
- Good communication skills
- Excellent analytic skills

Closing Date: **August 15, 2011**

www.partnerre.com