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Senior Investment Accountant

Our client, Novartis, is a world leader in the research and development of products to protect and improve health and wellbeing. Their core businesses are in pharmaceuticals, consumer health, generics, eye-care and animal health. Headquartered in Basel, Switzerland, Novartis Group companies employ approximately 100,000 people and operate in over 140 countries around the world.

An exciting opportunity currently exists for a qualified Senior Investment Accountant to join the Novartis Bermuda team. Reporting to the Head of Finance, Reporting & Accounting, the successful candidate will be responsible for all accounting functions and financial reporting for a group of companies which invest in venture capital/biotech industry.

Key Responsibilities:

- Preparing monthly accounting, reporting and supplementary reporting documents for companies with investments in venture/biotech industries
- Preparing annual budgets and quarterly/monthly estimates
- Managing year-end audits
- Defining, initiating and coordinating accounting/special reporting for the head office
- Preparing, maintaining and ensuring SOX compliance for assigned companies
- Managing corporate administrative tasks and ad hoc projects as required
- Maintaining clear and effective communication channels, both internally and externally, with colleagues and clients

Minimum Qualifications, Skills & Experience:

- Internationally recognized accounting qualification (CA, CPA, ACA or equivalent) and educated to degree level or equivalent and/or relevant experience as outlined below
- Minimum of 2 years experience in investment accounting or accounting for limited partnership interests
- Solid experience in IFRS reporting
- SOX compliance reporting experience is an asset
- Exceptional written and verbal communication skills
- Solid organizational skills with the ability to successfully multi-task, meet deadlines and respond effectively to changing priorities
- Outgoing personality with a high degree of personal initiative and proven effectiveness in dealing with senior management
- Computer proficiency with advanced knowledge of Microsoft Office suite of products and Lotus Notes. Experience with SAP/R3 will be considered an asset
- Predisposition for working with small teams and proven ability to maintain positive working relationships in a fast paced office with continually changing demands
- Willingness to work extended hours and some public holidays as may be required

To apply please send your resume to bdajobs@expertise.bm or apply online at www.BermudaJOBS.com

All enquiries will be dealt with in strict confidence.

Closing date: August 22, 2011

