

*We are retained to recruit by many of Bermuda's finest employers. Butterfield Fulcrum is one of them.*

Phone:  
441-296-0336

Email:  
jobs@expertise.bm

Mailing:  
Suite 131  
12 Church Street  
Hamilton, HM11

Street:  
Thistle House  
4 Burnaby Street  
Hamilton, HM11

For more employment opportunities please visit:

 **BERMUDAJOBS.COM**

## Senior Account Manager

We require a Senior Manager in our Fund Accounting area. The successful applicant will be working with a team of accounting staff to manage client accounts.

### Key Responsibilities:

- Drive business growth among allocated client accounts through excellent Customer Relationship Management
- Day-to-day management of a team of Senior Fund Accountants and Fund Accountants
- Scheduling and allocation of various funds of the client accounts among the team of Senior Fund Accountants and Fund Accountants
- Review the NAV computed for all the funds belonging to the client accounts managed
- Ensure that all client deliverables, queries and issues are met on a timely basis and of a quality standard
- Adhere to controls and processes/procedures for the purpose of NAV computation by the team of Fund Accountants
- Ensure compliance to all the applicable regulatory norms for the fund accounting function for the accounts managed
- Timely preparation and submission of invoices for the client accounts managed
- Identify and highlight opportunities for internal process improvement and increase in efficiency
- Ensure compliance of fund accounting activities of the team of Fund Accountants to set quality standards
- Mentor and coach subordinates to develop the team's capabilities
- Build a strong succession pipeline for the role

### Minimum Qualifications, Skills and Experience:

- University Degree in Business, Finance or Accounting
- Accounting qualification (CA, CMA, CGA or equivalent) with 5 years post qualification fund accounting experience
- Knowledge of hedge and mutual fund accounting techniques
- Ability to gain and retain client confidence
- Working knowledge of Geneva, Excel and Word
- Some knowledge of Reinsurance industry
- Ability to work efficiently within strict deadlines, where significant overtime may be required
- Strong writing and management accounting skills to prepare business cases
- Proficient in Microsoft Office Suite (Excel, Word, PowerPoint, Access etc)
- Strong interpersonal and communication skills (both oral, written and presentation)

Please note that this position is only open to qualified Bermudians, spouse of Bermudians and PRC holders.

Interested? Please email [jobs@expertise.bm](mailto:jobs@expertise.bm).

All enquires will be dealt with in strict confidence.

Closing date: September 7, 2011

