



Equinoxe Alternative Investment Services (Bermuda) Limited

Equinoxe Alternative Investment Services (Bermuda) Limited is a premium boutique service provider within the alternative investment fund administration space. We are looking to fill the following position(s) within the Bermuda Operating Company.

Group Managers

The Group Manager's main responsibilities will include;

- Supervision and training of staff;
- Ensuring the timely and accurate delivery of administration services to all clients;
- Development and improvement of work flows and lead for SAS70
- Preparation and analysis of financial statements & management reporting packages;
- Other projects as required.

The successful applicant will have:

- At least 8 years of relevant accounting experience in the hedge fund industry, including knowledge of current accounting standards;
- Fund performance, risk and attribution reporting experience
- Detailed knowledge and understanding of securities and other financial instruments, including complex derivatives;
- Extensive experience on the set-up and on boarding of clients.
- Excellent written and oral communication skills;
- Extensive staff supervisor/manager experience.
- Candidates with the following system experience will be preferred: Advent Geneva and SunGard Asset Arena

Account Managers

The Account Manager's main responsibilities will include;

- Ensuring the timely and accurate delivery of administration services to clients;
- Preparation and analysis of financial statements;
- Other projects as required.

The successful applicant will have:

- An internationally recognized accounting designation preferred or;
- 3-5 years accounting experience in the hedge fund industry covering all asset classes;
- Detailed knowledge and understanding of securities and other financial instruments;
- Excellent written and oral communication skills;
- Strong computer literacy and proficiency with the Microsoft applications;
- Willingness to work as part of a team

The successful candidate(s) in either of these positions must be willing to take a “hands-on” approach to his/hers responsibilities. The position(s) may require the individual to work flexible hours to meet the needs of our clients. Salary and benefits will be commensurate with experience.

Interest applicants are invited to apply by sending their Curriculum Vitae to

Email: HR@equinoxeais.com

Fax: 1-441-292-9403

Attn: HR Department

Closing Date: October 20, 2011