

Fund Accountant

April 2021

Trident Trust is a leading independent provider of corporate, trust and fund services to the financial services sector worldwide, employing over 900 staff across a global footprint that spans Africa, the Americas, Asia, the Caribbean, Europe and the Middle East. We are seeking a talented professional to join our thriving Dubai office. Client focussed and service orientated, we only employ individuals who are professionally minded, committed and able to demonstrate good interpersonal skills.

The Role

The successful candidate will be responsible for providing basic full-cycle accounting support to the fund accounting line of the business; servicing private equity, hedge, real estate and venture capital funds, and investors. Additionally, they may be assigned large or more complex accounts and will also work with auditors as required.

Duties

- Maintain general ledgers
- Calculate periodic fund net asset value and performance returns
- Deliver monthly financial packages to fund managers
- Perform period end closes along with completing special reporting specific to each fund
- Distribute capital statements to each investor
- Review new investor subscription packets and perform due diligence and background checks on new investors for compliance with anti-money laundering policies and regulations
- Provide daily operational support for funds, including banking services, generating wire transfers, bank account transfers and account set ups
- Prepare financial statements, footnotes and audit support files
- Work closely with auditors in conjunction with fund audits
- Maintain and update investor records
- Assist clients with online portal access and questions
- Complete other duties, as assigned by the senior manager of fund accounting

Key Skills

- Passionate individual committed to delivering his/her best in a very fast-paced and demanding work environment
- Ability to adopt, and adapt to working in, predetermined systems and processes to maximize efficiencies
- Good self-organisation and ability to operate disciplined four-eyes' procedures

- Comfortable with deadlines, budgets and targets
- Common sense and good use of initiative
- Good English communication skills, both verbal and written
- Keen attention to detail
- Conscientious, positive outlook towards work and other staff
- Software skills must include Word, Excel, Outlook and Salesforce

Qualifications and Experience

- Bachelor's degree in accounting, finance or other related discipline required; master's degree preferred
- CPA license preferred
- Three to five (3-5) years' related experience; fund accounting experience preferred
- Proficiency in MS Office
- Must have intermediate to advanced MS Excel skills, and be comfortable with simple and moderately complex Excel formulas and tools
- Intermediate to advanced knowledge of QuickBooks or comparable accounting package, and Advent Geneva or other fund accounting software experience a plus

Compensation

An attractive compensation package is available and will be based upon the successful candidate's relevant experience and overall suitability for the position.

How to Apply

Your letter of application, which will be treated in strict confidence, should include a complete C.V. and clearly outline the skills and attributes you would bring to this role, your availability and salary expectations. Applications should be sent by email to zali@tridenttrust.com.