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## Finance Operations Manager

Our client, Fidelis Insurance Holdings Ltd., is a global provider of specialty insurance and reinsurance through its Bermuda, London and Dublin entities. Fidelis is rated A (Excellent) by A.M. Best Company, Inc. and A- by Standard & Poors.

Reporting to the Fidelis Insurance Bermuda Limited Chief Financial Officer, the Finance Operations Manager will be responsible for managing all aspects of the underwriting close process including the monitoring, review and processing of all underwriting data, oversight of credit control, analysis of the monthly and quarterly underwriting results and maintaining Sarbanes-Oxley processes and controls.

### Duties and Responsibilities:

- Manage all aspects of the monthly and quarterly underwriting close process and relevant submissions from counterparties and brokers ensuring the integrity and accuracy of all transactions processed
- Perform data quality checks and prepare analyses to ensure the completeness and accuracy of underwriting data processed in the policy administration system and general ledger
- Manage the underwriting related receivables and cash allocation process to ensure effective credit control
- Actively support policy administration system implementations and upgrades
- Assist in the analysis of the financial results and review of commentary for inclusion in management reports, board presentations and investor materials
- Review significant insurance/reinsurance contracts and prepare memos where applicable to establish appropriate accounting treatment under US GAAP
- Monitor, maintain and improve internal controls and procedures to ensure compliance with Sarbanes-Oxley requirements
- Liaise with internal and external audit providing information as requested, responding to queries, ensuring operation of financial reporting controls, and effectively supporting the overall audit processes
- Keep the Chief Financial Officer fully informed of the status of the projects assigned, as well as relevant accounting-related issues that may arise from such projects
- Ad hoc projects as required by the Chief Operating Officer or Chief Financial Officer

### Minimum Qualifications, Skills & Experience:

- At least 5 years of prior relevant industry experience and technical expertise within re/insurance operations or technical accounting
- A professional accounting qualification (ACA, ACCA, CIMA or equivalent)
- Strong working knowledge of reinsurance and insurance contract terms and structures (in both assumed and ceded contracts) and detailed knowledge and experience of US GAAP for insurance accounting
- Knowledge of relevant accounting software and policy administration systems
- Proficiency in the use of computer applications (Microsoft Office Suite, specifically Excel)
- Proven ability to work both collaboratively and independently within a global team, with an emphasis on accuracy and timeliness of deliverables

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**Closing Date: November 19, 2025**

