



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

Phone: 441-296-0336 Email: bdajobs@expertisegroup.com



Address:  
8 Par-la-Ville Road,  
Mintflower Place, 2nd Floor,  
Hamilton, HM08

For more employment opportunities please visit:

 [www.expertisegroup.com](http://www.expertisegroup.com)

## Investment & Treasury Analyst

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.

The Investment & Treasury Analyst is a dynamic role which provides an excellent opportunity to work in a fast paced, team orientated environment with exposure to a variety of investment and treasury related activities. This position reports to the Treasury Manager while working closely with the CIO, Investment Accounting Manager and wider Finance team. The applicant will support with cash management and liquidity, letters of credit and trust accounts and investment reporting, with duties and responsibilities including:

- Preparing cash forecasting reports, liaising with relevant internal departments as needed
- Monitoring liquidity and the cash flow needs of the business
- Completing bank account administration forms and Know-Your-Client due diligence requirements
- Providing on-going administration of bank accounts, dealing with internal and external queries as they arise
- Preparing quarterly cash and valuation reconciliations, monthly investment expense payments, and ensuring adherence to internal audit controls
- Assisting Treasurer with managing payments process
- Preparing management information relating to cash management and liquidity
- Coordinating letter of credit issuances and trust account requirements
- Updating monthly letter of credit and trust schedules, and coordinating investment NAV reporting to Prime Brokers
- Preparing management information relating to letters of credit and trust accounts
- Providing support to the Treasurer with monthly/quarterly credit facility compliance reporting
- Preparing internal performance reporting for all investments
- Posting the monthly journal entries to record the investment activity on a US GAAP basis, and local GAAP basis where necessary
- Preparing management information relating to letters of investments
- Assisting with the year-end audit process, working closely with the investment administrator and external auditors
- Providing support with general investment reporting as needed
- Providing support to the Treasurer with regards to outwards reinsurance collateral monitoring
- Any other ad-hoc duties and projects as required

### Minimum Qualifications, Skills & Experience:

- Bachelor's degree, preferably with a concentration in business or finance
- Qualified Accountant, with an industry recognized professional qualification e.g. ACA, CPA
- 2 years' experience in the financial services or reinsurance industry, with exposure to investment accounting or treasury activities
- Strong Microsoft Excel skills
- Proven ability to communicate effectively with various stakeholders
- Willingness to learn within a fast-paced, results driven environment
- Demonstrated ability to deliver accurate detail-oriented work within tight deadlines
- Availability and willingness to work extended hours during busy periods

To apply please send your résumé to [bdajobs@expertisegroup.com](mailto:bdajobs@expertisegroup.com) or view our active roles online at [www.expertisegroup.com](http://www.expertisegroup.com).

All enquiries will be dealt with in strict confidence.

**Closing Date: January 20, 2021**

