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## Head of Finance Operations

Our client, Fidelis Insurance Holdings Ltd. is seeking a Head of Finance Operations. Reporting to the Fidelis Insurance Bermuda Limited Chief Executive Officer, the Head of Finance Operations will be responsible for managing all aspects of the underwriting close process for New Underwriting Partnerships including the monitoring, review and processing of all underwriting data, implementation of a new policy administration system, analysis and presentation of the quarterly underwriting results to senior executives, provide financial operations insight for potential new underwriting opportunities and maintaining Sarbanes Oxley processes and controls.

### Key Duties & 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
- Design and implement data quality checks to ensure the completeness and accuracy of underwriting data processed in the policy administration system and general ledger
- Lead the selection and implementation of a new policy administration system, providing insight into the suitability of shortlisted systems
- Prepare and present analysis of the financial results for New Underwriting Partnerships and prepare commentary for inclusion in Group management reports, board presentations and investor materials
- Manage the underwriting related receivables and cash allocation process to ensure effective credit control
- Provide all regulatory reporting data relevant to New Underwriting Partnerships to the Regulatory Reporting Team for inclusion in filings with the relevant regulator
- Review significant insurance/reinsurance contracts and prepare memos where applicable to establish appropriate accounting treatment under US GAAP
- Design, implement and monitor 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 Executive 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 Executive Officer

### Minimum Qualifications, Skills & Experience:

- Professional accounting qualification (ACA, ACCA, CIMA or equivalent)
- 10 years' prior relevant industry experience and technical expertise within re/insurance operations or technical accounting
- 3 years' experience in leadership or supervisory capacity including performance of appraisals and identifying training needs of team members
- Previous experience working with senior management and Board of Directors
- Previous experience with policy administration systems, with demonstrable experience of either implementing, integrating or enhancing systems
- 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
- 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

To apply please send your résumé to [bdajobs@expertisegroup.com](mailto:bdajobs@expertisegroup.com). All applications are handled in a confidential manner and in accordance with Expertise's Privacy Policy, available on our website.

**Closing Date: February 18, 2026**