

Apex Fund Services

Associate- Financial Reporting



Introduction

Apex Fund Services established in Bermuda in 2003 is one of the world's largest independent fund administration and middle office solutions providers. Apex has over 3000 staff across 40 jurisdictions globally and administers circa \$650 billion (USD) in assets under administration.

Apex started its operation in India in 2008, with the establishment of a local office specifically created to provide a specialized hub for financial reporting within the Apex Group. The team operating out of India has been developed to deliver exceptional and in-depth knowledge of financial reporting on a global basis (including key reporting standards such as US GAAP, IFRS and other GAAPs). The service and output of this operational office in India ensures Apex delivers quality production of financial statements for all our clients around the world.

Reporting

The position reports to AVP – Financial Reporting

Job description:

- Receipt of required data for the preparation of financial statements.
- Preparation and review of Financial statements of Hedge Fund, Private Equity, Real Estate etc. in different GAAPs, mainly in IFRS, US GAAP, UK GAAP, Lux GAAP.
- Benchmarking of production reports to best practices.
- Resolving queries raised by Onshore, Client, Auditor and Director.

Key skills

- Good interpersonal and time management skills.
- Adaptability
- Proficient in MS Excel and MS Word
- Excellent communication skills.
- Leadership and the ability to 'make things happen'

Location: Pune, India

Company Website: <http://www.apexfundservices.com/>