



EMPLOYMENT OPPORTUNITY!

Manager Finance - Technical and Compliance

Job Summary

To support the Financial Controller in managing required implementation of existing as well as new accounting standards and interpretations issued by the International Accounting Standards Board or Fiji Institute of Accountants; manage tax and regulatory compliance registers of BSP Life entities; and understand, assess and document impacts of changes in taxation and regulatory requirements; manage Group consolidation and reporting process, provide business support to BSP Life entities and subsidiaries.

Key Responsibilities

- Manage planning, solution development, documentation, deployment and integration of compliance of existing, new and emerging accounting standards, taxation laws and interpretations (“SIG”) issued by FRCS which may impact the BSP Life Group entities.
- Provide business support to the BSP Life entities, as well as subsidiaries with the objective to
- Ensure monthly consolidation for BSP Life Group and other monthly head office reports are submitted within the set time frame.
- Manage tax returns for the BSP Life entities and handle taxation matters to ensure returns are lodged with FRCS on a timely manner, including but not limited to:
- Prepare consolidated annual budgets and forecasts, as required from time to time, for the BSP Life Group, including liaison to obtain necessary inputs from BSP Life entities and subsidiaries.
- Manage External and Internal Audit and prepare BSP Life and BSP Heath (Company) and consolidated financial statements annually and half yearly and ensure they follow international standards and other regulations. This responsibility is shared with Planning & Reporting team.
- Manage all general insurance matters for BSPL Group. This involves liaising with brokers, arranging renewals, assistance with submitting claims through brokers and act as central resource point for all enquiries.
- Manage BSP Life’s Fixed Assets register to ensure records are properly recorded and reported.
- Coordinate and/or drive the training and process excellence initiatives of the department including having regular weekly meetings.
- Work closely with the wider Finance team to achieve departmental synergies and process efficiencies, with a view to avail more time for value added activities.
- Conduct regular reviews of policies and procedures of BSP Life entities and subsidiaries, as agreed with Financial Controller and Chief Financial Officer from time to time – with an objective to propose simplifications and enhancements.
- Initiate Cost-Conscious Culture across the company.
- Manage meetings with respective departments to discuss on issues relating to taxation and regulatory compliance matters.
- Develop high-quality work procedures and understanding of the business units, with a view to plan accounting standards, taxation or other regulatory change implementations.
- Perform any ad hoc task assigned by the Chief Financial Officer and Financial Controller.

Knowledge and Skills and Qualifications

- Degree in Accounting and Finance is essential
- Full Member of CPA Australia or FIA (Desired)
- 5-10 years relevant practical experience in preparing financial reports to International Accounting standards and Companies Act and Management.
- Proficient in Oral & Written English
- Proficient in General/Desktop Microsoft Applications.
- High level Sun Systems user
- Intermediate Technical Skills in Compliance/Legislation
- Intermediate technical skills in Risk Management.
- Intermediate technical skills in Product Knowledge
- Intermediate technical Skills in Negotiations
- Intermediate Technical Skills in Industry Knowledge



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Please call the HR services team via telephone number 331 7000 if you have any questions.

Applications close at **4pm on Friday 1 September 2023**

