

Fund Accountant (Private Equity)

To apply, please email your resume and any additional information to careers@capdyn.com

Role: **Fund Accountant (Private Equity)**

Rank: **Senior Associate**

Location: **London**

Contract Type: **Permanent (Full-time)**

Hybrid: **Office – up to 3 days per week**

About Capital Dynamics:

Capital Dynamics is an independent global asset management firm focusing on private assets, including Private equity (primaries, secondaries and co-investments) and Clean Energy.

Established in 1988, the Firm has extensive knowledge and experience developing solutions tailored to meet the exacting needs of a diverse and global client base of institutional and private wealth investors. Capital Dynamics oversees more than USD 14 billion in assets under management and advisement and employs approximately 150 professionals globally across 13 offices in Europe, North America, and Asia.

Capital Dynamics is a recognized industry leader in responsible investment, receiving top marks (Five Stars) from PRI across all categories and investment strategies, as well as achieving strong results in GRESB benchmarking for its clean energy strategy.

Department Overview:

The Fund Operation team selects, coordinates and monitors external service providers that are involved in the day-to-day operations of the funds and products offered by Capital Dynamics in particular auditors, fund administrators and tax advisors (amongst others). It also works closely with other internal teams like Client Relations, Investment Management, Product Development, Sales, Legal and Compliance in understanding and defining service and reporting requirements for CD funds and clients as well as bringing to market new products. The team currently consists of 8 persons based across New York, Milan, London, Birmingham and Zug.

Role Purpose:

Capital Dynamics is seeking a Fund Controller to join our Fund Operations team in the Birmingham office.

The purpose of the role is to support the servicing of Fund of Funds investments across all fund operations including reporting, ESG and risk management matters, liaising with fund administrators and other fund service providers as necessary. In addition, you will support the preparations of marketing materials and handling of client request in collaboration with our product marketing and client servicing departments.

Key Tasks and Responsibilities:

- Support the preparation of monthly IFRS management reporting for selected entities in the group, and preparation of local GAAP statutory accounts.
- Support the preparation of quarterly portfolio company valuations and their presentation to the firm's valuation committee.
- Prepare quarterly fund reports and accounts for investors, and financial statements of intermediate holding entities liaising with Colmore.
- Liaise closely and effectively with Colmore re. preparation of audited annual accounts, co-ordinate the audit process and manage and discharge audit queries.
- Produce investor reporting package such as investment manager's report, portfolio details report, and various ad-hoc reporting.
- Review and finalisation of quarter end and year end reporting – NAV packs, capital account statements, fund reporting schedules, etc.
- Support fund standardisation of key process (tax, governance, third party service providers, Financial, reporting, etc.).
- Assist in preparing interim accounting reports, year-end reports, and accounts for audit.
- Work with Colmore re. use of the funds' liquidity facility, including drawdowns and repayments, optimizing fund IRR having regard to facility headroom and utilization.
- Support the preparation of accounting, tax and reporting for the employee investment vehicles.
- Ensure fund budget and expenses are in-line with fund document and expectations and payments are approved and processed in a timely manner.
- Support the alignment of inherited processes and controls with current operations and take a proactive role in questioning processes in place with a view to continuous improvement.
- Proactively engage queries and resolve issues from both internal and external stakeholders.
- Assist in various ad-hoc projects to improve fund oversight models, processes, and controls.

Key Competencies:

- Solid knowledge of accounting standards including - IFRS, US GAAP and UK GAAP. Swiss GAAP is beneficial.
- Understanding of closed-end funds gained in private equity- fund management, fund accounting, fund administration, or fund audit.
- Carried interest calculations experience is essential.
- Understanding of the legal and regulatory compliance framework for the asset management industry (e.g. AIFMD, FATCA).
- Experience preparing or reviewing regulatory returns and working in a financial controlling function would be advantageous.
- Ability to understand financial risk and use it to influence decisions and critically appraise processes.
- Highly analytical with strong problem-solving skills and the ability to balance multiple deadlines.

- Develop strong collaborative relationships with business leaders and colleagues across the business.
- Ability to analyze and organize large amounts of data in an efficient manner.
- Excellent attention to detail with a dedication to accuracy, quality, and integrity.
- The ability to simplify complex issues for non-finance people.
- A team player, with a strong client service mentality, as well as a willingness to participate and help others.
- Strong business collaborating pedigree.

Education and Qualifications:

- Educated to Bachelor's degree level or equivalent.
- Qualified Accountant - ACA/ACCA/CIMA or equivalent.
- 6 plus years' experience, with at least the last 3 working in a private equity firm or similar financial services organisation – i.e. Venture Capital, Asset Management.
- Experience of carried interest calculations.
- Working knowledge of IFRS accounting standards.
- Good knowledge of Microsoft Office including Word, Excel, and Outlook.
- Excellent skills in Excel, Power BI, Data Analysis and Visualizations, and Automations.
- Experience with SAGE and NetSuite will be highly advantageous, but not essential.

Languages:

- Must be fluent in English and display superior verbal/written communication skills; and
- Proficiency in another European language; preferably, Spanish, French, Italian, Korean or Japanese is highly desirable.

Diversity & Inclusion:

Capital Dynamics is an Equal Opportunity Employer and is committed to creating a global diverse workforce. We are a global company with 24 nationalities represented across our staff in 13 offices, spanning North America, Europe, the Middle East, and Asia. We believe diversity and inclusion (“D&I”) is key to being better at what we do, and our initiatives are designed to attract, develop, and advance talented individuals, regardless of race, sexual orientation, religion, age, gender, disability status or any other dimension of diversity. We welcome and strongly encourage suitably qualified applicants from a wide range of backgrounds to apply to join Capital Dynamics.