

Interim Fund Controller

Description

Job Title: Interim Fund Controller

Contract Duration: 6 Months

Location: Remote/Hybrid (with occasional on-site meetings as required)

Company: Global Private Equity Firm

Job Description:

A leading global private equity firm is seeking an experienced **Interim Fund Controller** for a **6-month assignment** to oversee fund and corporate accounting activities during the search for a permanent replacement. Reporting directly to the **CFO**, the successful candidate will have a strong background in private equity fund structures, corporate accounting, and financial management. This role provides an exciting opportunity to join a prestigious firm and play a key role in maintaining the financial integrity of its operations during this transitional period.

Responsibilities

Key Responsibilities:

- **Fund Accounting Oversight:** Manage the full cycle of fund accounting, including the preparation and review of quarterly and annual financial statements for the firm's investment funds, ensuring compliance with regulatory and reporting standards (IFRS/GAAP).
- **Corporate Accounting:** Oversee corporate accounting activities, including the preparation of management accounts, budgets, forecasts, and balance sheet reconciliations, ensuring all financial transactions are accurately recorded.
- **Valuation & Reporting:** Lead the valuation process for portfolio investments in collaboration with the investment team, preparing reports for internal and external stakeholders, including limited partners (LPs).
- **Cash Flow Management:** Monitor and manage cash flow for both funds and the corporate entity, ensuring sufficient liquidity to meet obligations, including capital calls, distributions, and management fees.
- **Investor Reporting:** Prepare and present regular reports to LPs and other key stakeholders, addressing inquiries and providing detailed analysis on fund performance, allocations, and future projections.
- **Audit Management:** Coordinate and liaise with external auditors to ensure timely completion of fund and corporate audits, addressing audit queries and ensuring compliance with internal controls.
- **Regulatory Compliance:** Ensure adherence to all applicable regulatory and compliance requirements, including AIFMD, FATCA, and other relevant global regulatory standards.
- **Team Leadership:** Provide leadership to the finance team, mentoring junior team members and ensuring the team maintains high standards of accuracy, timeliness, and professionalism during the transition period.
- **Collaboration with CFO:** Work closely with the CFO on ad-hoc projects, including system enhancements, process improvements, and strategic initiatives to support the ongoing success of the firm.

Hiring organization

Exec Capital

Employment Type

Temporary

Beginning of employment

1st October 2024

Duration of employment

6 months

Industry

Private Equity

Job Location

London

Working Hours

9-5

Base Salary

£ 105,000 - £ 115,000

Date posted

September 7, 2024

Valid through

30.09.2024

- **Process Improvements:** Identify and implement process improvements to streamline fund and corporate accounting operations, ensuring best practices are adopted across the finance function.

Key Requirements:

- **Qualified Accountant (ACA, ACCA, CIMA)** or equivalent with extensive experience in **fund accounting** and **corporate accounting** within a private equity environment.
- Strong understanding of **private equity fund structures**, including carry, waterfall models, and capital calls/distributions.
- Demonstrated ability to manage both corporate and fund accounting processes.
- Advanced knowledge of **IFRS, GAAP**, and other relevant financial reporting standards.
- Experience in managing audits and working closely with external auditors.
- Excellent analytical and problem-solving skills, with the ability to interpret complex financial data and provide insights to senior stakeholders.
- Strong communication and interpersonal skills, with the ability to present financial information clearly to both financial and non-financial stakeholders.
- Proficiency in accounting software and financial reporting tools used in the private equity sector.
- Ability to work independently and manage multiple priorities in a fast-paced environment.

Qualifications

Preferred Qualifications/Experience:

- Prior experience in **private equity or alternative investment firms**.
- Familiarity with regulatory requirements such as AIFMD and FATCA.
- Experience working with third-party fund administrators and managing relationships with external service providers.
- Strong leadership and team management experience.

What We Offer:

- Competitive daily rate commensurate with experience.
- Opportunity to work in a leading global private equity firm with exposure to high-level decision-making.
- Flexible working arrangements (remote/hybrid).
- Potential for further opportunities within the firm upon completion of the interim assignment.
- A collaborative, high-performance team environment.
- German language skills advantageous but not essential

Job Benefits

If you are an experienced Fund Controller with a background in private equity, and are looking for an interim role to make an impact in a prestigious global firm, we encourage you to apply for this exciting opportunity.

Contacts

Exec Capital are leading recruiters for the Private Equity sector.