

Vice President – Fund Accounting

Applications are invited by the Hong Kong office of Maples Fund Services for the position of

Vice President – Fund Accounting

in our Fund Administration team who will be responsible for the preparation and review of complex net asset valuations for a portfolio of hedge and private equity funds. Key duties will also include involvement in all client related administrative functions and liaison with lawyers, investment managers, prime brokers and other transaction counterparties in various international jurisdictions. The successful candidate will deliver high levels of client service, ensuring that each relationship is compliant with internal policies and procedures.

The successful candidate will hold a Finance, Accountancy or relevant Business degree with a professional accounting designation, and at least 8 years experience in investment fund accounting and offshore administration with proven staff management track record. Key skills required for this role include a detailed understanding of alternative investment securities and transactions; various investment fund structures and direct experience in working with internationally recognised accounting standards.

He / she will be expected to demonstrate strong written and verbal communication skills and possess good time management, organisational and prioritisation skills. Fluency in Putonghua will be an asset. An ability to deliver under pressure is a must. Experience working with industry leading accounting software systems such as Advent Geneva will be an advantage.

We offer a supportive environment, structured on a team basis. Benefits include 4 weeks vacation (pro-rated for part years), health insurance and pension plan. Our competitive remuneration package is based on qualifications and experience.

Qualified applicants should send their CVs to Maples Fund Services (Asia) Limited by email careers.mea@maplesfs.com quoting reference: VP – FA.

Only successful candidates will be contacted.

Maples Fund Services is a leading independent provider of accounting, middle office, risk reporting and administration to onshore and offshore hedge funds, fund of funds, private equity, family offices, real estate funds and managed account platform services. With offices in key locations around the world, its clients include global financial institutions, institutional investors, investment managers and international corporations.

Due to significant growth and expansion of our Hong Kong office, Maples Fund Services is seeking highly motivated and talented individuals.