

Oasis Crescent Management

Graduate Fund Accountant

Please note, our offices are based in Cape Town, South Africa. We also have an office in Dublin where this role is based.

The Oasis Group has established a strong investment track record with expertise in both Islamic and conventional fund management since 1997. The Oasis Group offers a range of pension annuities, retirement funds, endowment policies, institutional funds, South African unit trusts, and global unit trusts.

The Oasis Group's product range is primarily divided into two categories: Islamic products (the Oasis Crescent range) that are invested according to an ethical mandate, and conventional products (the Oasis range) that are invested according to a general mandate and do not require preclusion of certain investments that are not Islamic. The Oasis Group operation is structured around this core division between Islamic and conventional investment products.

The Oasis Group provides management services to its group's entities in South Africa and its international partner in the Republic of Ireland. The Oasis Group corporate Head Office is based in Cape Town, South Africa with regional offices in Johannesburg and Durban. The global partner Oasis Crescent (UK) Ltd. and its subsidiaries, Oasis Global Management Company (Ireland) plc and Oasis Crescent Advisory Services (UK) Ltd. are associated companies that operate from Dublin (Ireland) and London (UK) respectively.

Assets under management have grown prodigiously since inception as a result of the company's commitment to client service and the superior performance of its investment team. This growth has been accompanied by continued advancement of our entire global infrastructure which ensures that fund management practices are of the highest standard, thereby meeting the requirements for premium quality and superior performance.

Role Description:

The core functions of the position is to assist in the preparation of accurate daily fund valuations, financial reports and to meet agreed targets and deadlines. The position is responsible for daily fund valuation, responding to client queries, ensuring regulatory compliance and office administration.

Require Qualification:

- B.com (Accounting) or any relevant commerce degree.
- Good working knowledge of MS Excel and Word. Good computer literacy around Windows.

Job Description:

- Responsibility as part of a team for Fund Accounting daily processes, adhering to daily deadlines.
- Meeting client deadlines in terms of various service level agreements for price distribution.
- Responding to client queries including liaising with various data provider platforms and financial advisors/brokers.
- Preparation and assistance with yearend audits and interim financials.
- Compliance - regulatory reporting, UCITS reports.
- Reporting into a Group structure across various levels.
- Office administration.
- Working with other colleagues to get the following regular tasks completed.

Daily pricing:

- Extract prices from price feed sources and update into system
- Daily expense and income accruals
- Daily monitoring of scrip and cash

- Reporting of daily NAVs
- Review of trial balance for each fund for accuracy and reasonableness
- Reconciliation of all balances to external sources
- Distribution of fund prices.

Corporate actions:

- Track and record corporate actions
- Inform Investment Manager of all proxy voting due based on holdings;
- Preparation of corporate actions report;
- Highlight complex schemes of arrangement in advance and be able to implement and understand the accounting aspects of the events

Portfolio trades:

- Trade monitor, capture, settlement – equity, money market, CIS trades
- FX trade monitoring, execution, capture, settlement
- Liaising with brokers, custodian, investment manager to resolve any issues arising from trades

Compliance:

- Have a good knowledge of compliance and be able to apply to the portfolios on a daily basis
- Daily, quarterly, annual extraction of data for compliance purposes; ability to apply analytical skills to identify problem areas in any data.
- Working knowledge of UCITS regulations and investment limits applicable to funds.

Reporting:

- Preparation and/or review of regular and ad hoc management reports.
- Daily/quarterly/semi-annual/annual reporting in terms of financial regulator/investment manager/custodian/director requirements.
- Preparation of fund accounts on a monthly basis.
- Preparation and assistance with the annual audit .
- Performance calculations and maintenance of performance records of funds.

Systems integration:

- Monitor inter system reconciliations on a daily basis

General:

- Identify risk areas and implement action/procedure to eliminate
- Regular update of procedure manuals
- Willingness to independently maintain up to date knowledge of the industry and applicable legislation
- Willing to embrace new systems and procedures
- Maintain good relationships with brokers/custodian and set up new relationships and accounts where require.

How to apply:

Send you CV to Recruitment@oasiscrest.com.

Please include the subject line – Fund Accountant Dublin CV