



Invitation to suitable applicants: Vacancy in the Finance Department

The **Cayman Islands Airports Authority (CIAA)** is nearing completion of the first phase of the upgrade to the Owen Roberts International Airport. At the same time, the CIAA is seeking to improve the way it operates so as to achieve its Vision and Mission. The Finance Department plays a pivotal role in the business processes transformation through the provision of accounting and financial control services to support the smooth running of the two airports. From car park revenue management, payment and payroll processing, reporting and analysis, procurement coordination and contract oversight, and other activities governing a significant annual budget.

If you believe that you have what it takes to help the Authority on this bold journey, and if you are keen on developing yourself and propelling your career to the next level, the CIAA invites you to apply for the Position below: **Accounts Officer III (Audit & Bank Reconciliations)** as set out below:



Accounts Officer III – Audit & Bank Reconciliations:

The **expectations of this role** include supporting the CFO and the Finance Department team on the audit and other due diligence tasks connected with the administration of the Authority's financial accounts, financial information, and overall financial control and health of the CIAA. Key activities will involve: ensuring that the accounting practices and processes are consistent with policy and accounting standards and best practice; prepare and coordinate the timely submission of the audit schedules for interim and year-end audits, reconciling bank accounts and sub-ledgers on a monthly basis within the agreed deadlines.

The required **Qualifications, Skills, & Experience** include: A Bachelor's degree in Accounting, with at least two years relevant experience in key subject areas of financial control/audit and bank reconciliation. An Accounting Technician or other internationally recognized accounting qualification/designation preferred but not required. Evidence of ongoing continuous professional development is an advantage.

SALARY and BENEFITS: The annual salary range is between **CI\$37,338 - CI\$55,559.00**, the exact point being commensurate with experience and qualifications. *Benefits include a contributory pension plan, 18 days' paid vacation, health insurance, job-related training and development opportunities. Preference will be given to Caymanians or Permanent Residents with the Right to Work (without Immigration Restrictions). A clean police report, previous employment and background due diligence checks, a pre-employment drug screen, and a full medical with lab tests, are conditions of employment.*

APPLICANTS FOR THE ABOVE POSITION ARE REQUIRED TO SUBMIT A CIAA APPLICATION FORM, COVER LETTER AND CV, SHOWING **NO LESS THAN 5 YEARS' WORK HISTORY**.

Applications should be emailed to: HR.Recruitment@caymanairports.com or sent to: **Chief Human Resources Officer**, P.O. 10098, Grand Cayman KY1-1001, CAYMAN ISLANDS

Job description and application forms are available at www.caymanairports.com or at the Owen Roberts and Charles Kirkconnell International Airports' Administrative Offices at Beacon House on Owen Roberts Drive and Charles Kirkconnell International Airport, 25 Church Close, West End, Cayman Brac.

CLOSING DATE: Friday, 17 May 2019

ALL APPLICATIONS WILL BE ACKNOWLEDGED, BUT ONLY QUALIFIED SHORTLISTED CANDIDATES WILL BE CONTACTED FOR AN INTERVIEW OR ASSESSMENT.