

JOB DESCRIPTION

Senior Fund Accountant

FIRM OVERVIEW:

Kabouter Management, LLC ("Kabouter"), is a registered investment adviser with approximately \$5.0 billion in AUM as of December 31, 2020. Located in downtown Chicago, Kabouter considers itself one of the premier boutique investment managers in the U.S. focused solely on investing in micro- and small-cap public companies internationally.

Kabouter currently provides investment management services by way of four primary international strategies to privately offered investment funds, separately managed accounts and other pooled investment vehicles. The investment style employed is best characterized as a fundamental, long-term holding strategy with a focus on friendly engagement.

POSITION SUMMARY:

The Senior Fund Accountant is responsible for supporting the firm's fund accounting, operations, audit and tax functions. This role works closely with both internal partners and external constituents including, fund administrators, prime brokers and custodians to calculate monthly NAV's, monitor and reconcile accounts, correct discrepancies, facilitate break resolution and retrieve and validate holdings prices.

This position reports to the firm's Chief Financial Officer ("CFO")

RESPONSIBILITIES:

- Act as main support for the firm's fund accounting, operations, audit and tax functions
- Calculate daily and monthly Net Asset Values ("NAV's") for all portfolios; ensure completion of specified tasks per NAV checklist, including allocations and investor statements
- Retrieve and validate portfolio holdings prices; in the event of material variances, help determine final pricing valuation source, or assign value, as a member of the Kabouter Valuation Committee
- Interface daily with fund administrator, prime brokers, and custodians; resolve outstanding issues
- Assist with and monitor the reconciliation of all accounts; promptly research and correct discrepancies
- Serve as liaison and facilitate break resolution between the fund administrator, prime broker and custodians
- Assist with the processing of trade files, securities transfers, trade settlements and invoice payments
- Assist with Fund audit and tax processes
- Provide support for marketing and investor relations initiatives, including updating databases, monthly marketing materials and performance reporting
- Other accounting related projects and financial/internal reporting responsibilities as necessary

**REQUIRED
QUALIFICATIONS:**

- BA or BS degree required; preferably in Accountancy, or a related field of study such as Finance, Mathematics, Statistics or Economics
- Fluency in English required
- 5-7 years of relevant experience in the investment management industry; preferably mid/back-office operations at a hedge fund, prime broker, fund administrator or audit firm with an emphasis on hedge fund/alternative investment auditing
- Demonstrated understanding of fund accounting (“U.S. GAAP”) and performance measurement principles, GIPS® compliance, the Employee Retirement Income Security Act of 1974 (“ERISA”) and the Investment Advisers Act of 1940, their governing rules and regulations, as well as other related federal securities laws for investment advisers
- Experience with accounting of international securities and a good understanding of international equities
- Excellent analytical, mathematical and critical thinking skills
- Exceptional written, oral and interpersonal communication skills
- Ability to both work well independently and collaborate as part of a team
- Superior organization, time management and prioritization skills
- Proficient use of Microsoft Office 365 tools, specifically Excel

**PREFERRED
QUALIFICATIONS:**

- MBA or relevant MA/MS a plus
- CPA or CIPM designation a plus
- Eligibility to work in the U.S. without company sponsorship
- International work experience and global orientation
- Previous experience with trading, middle and back-office platforms such as Longview, Bloomberg, Blackrock/Aladdin, Charles River, Enfusion, Tradar, Omgeo, Eze, or DTC Confirm a plus

CONTACT:

To be considered for this opportunity, interested candidates should apply by sending a cover letter, resume and any additional supporting documents to recruitment@kabouterfund.com.