



Trainee Fund Accountant – January/February Intake

Location Luxembourg - Langham Hall Luxembourg (M/F)

The Role

This is a great opportunity for a driven and talented individual to make a real difference as part of a dedicated and professional team. The Trainee Fund Accountant will be assisting with day to day accounting of fund structures under the supervision of Senior Fund Accountant and Manager.

This is a role best suited to a self-motivated and organized individual with a curious mind.

Essential Duties and Responsibilities

- Assisting with all aspects of accounting and bookkeeping of funds and SPVs (posting of invoices, interest and accruals etc.)
- Carry out monthly bank reconciliations and maintain all supporting documentation
- Assist in preparation of financial statements, using Lux GAAP and IFRS
- Assist senior team members in populating consolidation workings and intercompany eliminations
- Assist in preparing regulatory reporting deliverables such as BCL reporting, CSSF reporting etc.
- Assist in preparation of VAT/CIT returns
- Assisting in the completion of year-end audits queries;
- Prepare bank payments in various banking platforms and ensuring necessary supporting documents (including KYC documents) are obtained and attached for an efficient review process
- Assist in the process of calculating equalisation, drawdown and distribution processes and able to refer to the relevant section of the LPA/ Fund document for details of equalisation, drawdown and distribution. Technical Knowledge / Skills Required

Minimum Education / Qualifications

- Ideally studying in Finance, Economics or Accounting
- Pro-active, motivated and eager to learn and grow in fast paced working environment
- Flexible, excellent team player and have a positive attitude towards problem solving issues
- Fluent in English (French or German would be considered as an advantage)
- Excellent organisational and interpersonal skills and able to work under tight deadlines
- Computer literacy is essential
- Willing to pursue for a relevant professional qualification (supported by Langham Hall)