



Career Opportunity

About TRISTAR and FirstCare

Tristar Insurance Agents and Brokers is a full-service agency dedicated to helping our clients achieve their goals. Our clients benefit from the experience of our highly trained team of experts – including Million Dollar Round Table (MDRT) consultants. Tristar represents reputable local and international insurance companies.

FirstCare Medical Plan is an affordable healthcare plan that offers members access to primary healthcare through a network of private doctors, specialists, labs, pharmacies and ancillary services. Established in 2009, FirstCare has been making access to quality healthcare more affordable for its thousands of members throughout the Bahamas.

Supervisor, Accounts Department

The Accounting Supervisor oversees the daily operations of the accounts department, ensuring accuracy, efficiency, and compliance with financial regulations. This role combines technical accounting expertise with team leadership to manage financial functions and support the organization's long-term financial health.

Qualifications & Skills

- Bachelor's degree in **accounting** or equivalent from an accredited university.
- 5+ years of practical accounting experience.
- Great communication skills
- Self-motivated and professional work ethic
- Able to work without supervision and to supervise others deliver department objectives.
- Able to produce financial statements.

Technical Skills

- Proficiency in QuickBooks and **MS Excel** skills.
- Deep understanding of bookkeeping principles, VAT filing, and internal controls and working with auditors.

Interested candidates should submit their resume with a cover letter to **accounts@tristarbahamas.com**.