

## MIDDLE OFFICE – ASSET MANAGEMENT (GENEVA, SWITZERLAND)

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May 2019

### OVERVIEW

Notz Stucki Group is one of the leading independent wealth management companies in Switzerland and Europe with over CHF 9 billion of assets under management. The expertise of our experienced team enables Notz Stucki to offer a complete range of services to both private and institutional clients internationally. The Group offers the benefits of a global approach that concentrates on four areas of activities:

- Discretionary portfolio management
- Advice on portfolio construction and management
- Investment funds, including white-label funds
- Funds Services: fund engineering, EU distribution to qualified investors, ManCo Services for third party UCITS V

### YOUR ASSIGNMENT

- Trade reconciliation & confirmation (liaising with market counterparties, custodian, administrator & other providers – e.g. Markit/DTCC/ICElink, clearing brokers)
- NAV reconciliation
- Daily collateral management on derivatives positions & cash management
- Working closely with risk management (accuracy of positions in risk reporting)
- Contributing to the maintenance & development of the operational infrastructure
- Maintaining effective relationship with external providers

### REQUIREMENTS

- Rigour and high attention to details
- Good derivative product (incl. Cleared & non-cleared OTC) knowledge
- Good knowledge/understanding of currency hedging
- Familiarity with UCITS & UCI environment & framework.
- Flexibility, autonomy and entrepreneurial spirit
- Basic Vba/macro development capabilities is a plus (not a must)
- Experience in a similar role 2 to 3 years (Asset Manager, Hedge Fund or Investment Bank)
- Good written and verbal communication skills
- Fluent in English, French

In this position you will directly report to the Middle-office Manager in the Geneva Head Office.

In case of interest please send your application to [gva.jobs@notzstucki.com](mailto:gva.jobs@notzstucki.com).