



## **The Business**

Apex Fund Services Ltd is a growing fund and corporate administration company focused on the provision of tailored client service within the offshore fund industry. Apex Fund Services Ltd provides administration services to offshore and onshore hedge funds from our servicing centers in Abu Dhabi, Bahrain, Bermuda, Canada, Cayman, China, Cyprus, Dubai, Guernsey, Hong Kong, India, Ireland, Isle of Man, Jersey, Luxembourg, Malta, Mauritius, Saudi Arabia, Singapore, United Kingdom and USA.

## **Position offered**

### **Marketing Consultant – Part Time**

We are currently hiring at the above level within the organization. We are looking for a highly motivated individual with a particular focus on attention to detail and impeccable service standards.

## **Marketing Consultant**

### **Responsibilities**

- Report directly to the managing director on marketing and new business implementation
- Involvement in all aspects of marketing Apex Bermuda
- Marketing and new business implementation
- Implementation and setting up new funds
- Ensure all deliverables are met on a timely and accurate basis
- Ad hoc projects

### **Applicants must possess:**

- A minimum of 4 years marketing experience in the industry and 2 years in a similar role.
- Previous marketing experience within the Hedge Fund Industry
- Excellent interpersonal and written communication skills

Closing Date: February 16, 2012

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Find out more about us by visiting our Website at [www.apexfundservices.com](http://www.apexfundservices.com)