



PORTFOLIO AND RESEARCH ANALYST

Bermuda Investment Advisory Services Limited is a full service investment management and advisory firm that is seeking an individual to join a team of energetic and committed professionals as a Portfolio and Research Analyst.

Responsibilities and Duties Include:-

- Act as liaison between valuations and portfolio management groups in producing client valuations.
- Maximize utilization of Portia system, developing internal and external portfolio management and analytic reports.
- Maintain database for sector/regional allocations for equity securities to keep portfolio diagnostic software current, developing new performance attribution models as necessary.
- Liaise with fund administrator to verify BIAS' mutual funds weekly NAV.
- Complete performance tables for publication, prepare performance attribution analysis and disseminate internally as well as to various media sources.
- Assist portfolio managers gathering research for economic, market and securities analysis as well as presentations.
- Contribute as required to the Investment Strategy Committee and BIAS publications.

Educational and Work Requirements:-

- A degree in Finance, Economics, or Accounting preferred.
- Internationally recognized qualifications such as Series 7, Canadian Securities Course, Conduct and Practices Handbook and/or CFA level II pass.
- Minimum 2-3 years experience in investment portfolio management software including concepts such as securities master file, transaction file and currency tables.
- Proven experience in investment performance measurement including performance attribution and NAV calculations.
- Superior attention to detail, with a strong emphasis on accuracy.
- Thorough understanding of various securities types and their properties
- Proven organizational and time management skills necessary for crucial deadlines.
- Excellent PC skills, preferably knowledge of Excel and other Microsoft Office Software, Portia, Goldmine, and Crystal Reports.
- Visual Basic Array Programming ability

If you are looking for a rewarding and challenging career, please submit an application and detailed resume to:

Human Resources, Bermuda Investment Advisory Services Ltd.,
Wessex House, First Floor, 45 Reid Street,
Hamilton HM 12, Bermuda

Or by fax to 1-441-292-7292; or email: recruiting@bias.bm

Closing Date: October 8, 2012

BIAS is an Equal Opportunity Employer.

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