



Our people are our competitive advantage.

Cayman-Based Opportunity for Qualifying Professionals

At Butterfield, we pride ourselves on being approachable, disciplined and proactive. If you embody these qualities and have the necessary experience, you may be the one we're looking for.

Trust Manager

The successful candidate will be responsible for managing a small team of trust professionals and a complex portfolio of fiduciary structures for high net worth individuals, families and family offices. The focus will be to develop relationships as well as revenue generation and the resolution of complex issues.

Your responsibilities will include:

- Administer a portfolio of complex trust and corporate structures, holding portfolio and non portfolio assets.
- Manage relationships with settlors, beneficiaries, protectors and beneficial owners, and their advisors, investment managers and other third parties, delivering a prompt and high level of service.
- Deal with the take on of new structures by working with the families and their advisors, as well as colleagues in business development and risk / compliance.
- Ensure that all structures are administered in accordance with applicable laws, relevant constitutional documents and group policies and procedures.
- Monitor, verify and approve account transactions to ensure a strong AML environment.
- Monitor the profitability of each relationship through the accurate recording of time spent, charging and collecting fees as agreed and special fees where appropriate for unusual work, meeting agreed revenue targets from existing and new relationships.
- Manage, mentor and coach any direct reports effectively.

Your experience may include:

- Minimum of 10 years of varied experience in the private trust industry of which 2 years must have been as a team leader.
- STEP diploma, ACIB trust diploma or ACIS.
- Excellent knowledge of trust and company administration.
- Good knowledge of investments and / or banking.
- Strong interpersonal and team management skills.
- Excellent communication skills.
- Strong organisational and detail oriented skills.
- Ability to work unsupervised and meet tight deadlines.
- Fluent in Spanish and/or Portuguese would be an asset.
- Proficient in the use of Microsoft Office suite.
- Experience with Navision trust system would be an advantage.

The closing date for applications is 5:00 p.m. on Friday, 31 July, 2013

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