



INVESTMENT PRODUCT SPECIALIST AND INVESTMENT ADVISOR

BIAS, an investment management firm and pension administrator, is looking for an ethical individual capable of building relationships and growing the current client base through referral generation and new client acquisition.

Responsibilities and Duties include:-

- Be first source of information on BIAS Global Portfolio SPC mutual funds and BIAS Pension Solutions.
- Actively promote BIAS's integrative service structures as well as various investment products through client referrals and various contact systems.
- Proactively handle client queries relating to various investment products and satisfy client needs through various service structures.
- Contact existing clients to review portfolios on a systematic basis.
- Assist in the preparation of marketing materials and investment seminars.
- Gather information regarding product positioning as well as conduct competitive analysis.
- Document client instructions through client management programs and monitor client accounts to ensure records are accurate.
- Efficient trade execution and mutual fund dealing.
- Create a series of investment presentations used to conduct client seminars and other asset gathering initiatives.

Educational and Work Requirements Include:-

- A professional investment designation such as US series 7, Canadian Securities Course or similar designation from an OECD country.
- Proven sales capabilities leading to asset accumulation as well as good client management skills.
- Proficiency with Microsoft Excel, Word, and PowerPoint as well as various investment related technologies.
- Strong written and verbal communication skills are essential.
- Must be willing to work extended hours when needed.

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

Human Resources, Bermuda Investment Advisory Services Limited
45 Reid Street, First Floor, Hamilton HM 12, Bermuda
Or by fax to 1-441-292-7292; or email: recruiting@bias.bm

Closing Date: September 26th, 2014

BIAS is an Equal Opportunity Employer.
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