

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.

Key Responsibilities Include:

- Prepare macro-economic research, updating economic indicators, providing recommendations to the Investment Strategy Committee with respect to economic cycles, geographic and sector allocations.
- Maintain database for sector/regional allocations for equity securities to keep diagnostic software current.
- Act as liaison between valuation and portfolio management groups, maximizing utilization of Portia system to provide timely valuations and analytic reports.
- Liaise with fund administrator to verify BIAS' mutual funds weekly NAV.
- Prepare weekly performance attribution analysis for all discretionary portfolios, advising portfolio managers as to where attribution has enhanced or undermined performances.
- Execute securities transactions in a timely and efficient manner.
- Document client communications in BIAS' Client Management System
- Assist in the preparation of various briefing materials.
- Complete performance tables for publication.

Educational and Work Requirements:-

- A degree in Finance, Economics, or Accounting.
- Internationally recognized qualifications such as Series 7, Canadian Securities Course, Conduct and Practices Handbook and/or CFA Level III pass.
- Experience in investment performance measurement including performance attribution and NAV calculations with a minimum of three years' experience in the collection and management of economic and financial data.
- Competency in quantitative analysis and financial modelling.
- The organizational and time management skills necessary for meeting critical deadlines.
- Strong written and verbal skills with the ability to prepare well-reasoned analytical reports in accordance with established disciplines
- Excellent PC skills, preferably knowledge of Excel and other Microsoft Office Software programmes. Portia, Goldmine, and Crystal Reports are an asset.

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: January 15, 2015

BIAS is an Equal Opportunity Employer.

Licensed to conduct business by the Bermuda Monetary Authority