

Lombard Odier Trust (Bermuda) Limited invites applications for the position of:

**SENIOR TRUST RELATIONSHIP OFFICER & HEAD OF
BUSINESS DEVELOPMENT / SENIOR VICE PRESIDENT**

Duties and Responsibilities:

- Responsible for developing and implementing framework for internal process and procedures for the business in compliance with local regulatory regime and LO Group policy
- Liaise with clients and have responsibility for a complex portfolio of trusts, together with providing planning guidance and support to clients
- Liaise with Client Relationship Managers, legal and tax advisors and investment managers
- Attract new clients and maintain relationships with existing clients with a view to growing the business
- Be able to undertake frequent travel, primarily to the UK, Europe and Latin America for client services and business development
- Keep abreast of new developments, in particular in the UK, US and Switzerland, including recommending an appropriate response to changes in the tax regimes, policies and laws concerning trust, tax and estate planning and recommending amendments to existing policies & procedures, where relevant
- Support management on a wide range of practical business matters

Required skills and experience

- A Common Law degree and a minimum of 10-15 years' post qualification experience in private client or trust environment is mandatory
- Minimum of 10 years' experience in trust and corporate administration
- A TEP designation is mandatory
- Proven expertise in a broad range of legal issues affecting international private clients including tax, trusts and corporate structures
- Experience with multi-jurisdictions and tax considerations required
- Significant client experience and the ability to manage clients' expectations, including co-ordinating with portfolio managers and third party service providers
- Broad experience in developing and implementing framework for internal process and procedures
- Knowledge of various reporting regimes, e.g. FATCA CRS and their affect and reporting for trust/corporate structures
- Excellent oral and written communication skills as well as interpersonal skills. Exposure and contact with a variety of clients and intermediaries with a view to develop the business
- Ability to speak a foreign language, French and/or Spanish in particular, would be an asset but is not essential
- Knowledge of multi-jurisdictional trust/company law and administration, particularly asset administration and investments across asset classes, (marketable securities, real estate, closely held companies) including any compliance issues that may arise
- Willingness to work extended hours is essential to cater to clients operating in different time zones
- Proven ability to exercise discretion and confidentiality
- Proficiency with Microsoft Suite applications and Outlook, systems and databases
- Knowledge of Viewpoint Information Management System would be an added advantage

If you are interested in this excellent opportunity to develop your career within a renowned international financial services group, then please send a detailed CV in confidence to:

**The President & Chief Executive Officer
Lombard Odier Trust (Bermuda) Limited
P.O. Box HM 2271
Hamilton HM JX
Phone: 299-8791
e-mail: a.somner@lombardodier.com**

All short-listed candidates will be subject to full and complete background checks.

Closing Date: 6th April, 2018