

Fund Operations Analyst

AlphaCat Managers Ltd. is an investment advisor, managing capital for AIG and third parties in insurance linked securities and other investments in the property catastrophe space. Reporting to the Operations Director, the Fund Operations Analyst will be responsible for the daily operational workflow associated with the investment activities of the company.

Responsibilities include, but are not limited to:

- Support Operations Director with daily fund operations workflow, focus on trust and collateral management, trade lifecycle administration, operational infrastructure development and automation of key processes
- Development and maintenance of strong relationships with custodians, trust providers, fund administrators, broker dealers and other 3rd party service providers
- Liaise between portfolio management, finance, legal, compliance and investor relations for all portfolio specific activity and issues, ensuring cross communication of critical information between all functional departments
- Assist with treasury functions, including wire payments, FX hedging and all other treasury related functions
- Research and resolve transactional discrepancies

The successful candidates will meet the following requirements:

- 1-2 years' + post graduate experience within reinsurance company or investment manager preferred
- BA/BS or higher in Business Administration, Finance or related field
- Product knowledge of reinsurance contracts, treaties and reinsurance market preferred
- Experience or knowledge of trade clearing and settlement process desired
- Proficiency with the Microsoft Office Suite of applications, **high proficiency with MS Excel required**
- Ability to work independently, continually looking to reassess and improve processes across functional areas
- Proven organizational and timekeeping skills and a strong sense of attention to detail are essential

Please send your resume and covering letter highlighting your experience as relevant to the role to:

Human Resources
AlphaCat Managers, Ltd.
Suite #1790 48 Par-la-Ville Road
Hamilton HM 11

Email: recruiting@validusre.bm
Fax: 441-278-9091

All applications must be received by close of business on April 3, 2019.