

General Manager, Trust and Corporate Services

The General Manager, Trust and Corporate Services will lead the transformation and management of Bermuda Commercial Bank Limited's ("BCB") subsidiaries, BCB Paragon Trust Company Limited and BCB Charter Corporate Services Limited. Reporting to the Chief Executive Officer of BCB, the General Manager, Trust and Corporate Services will be responsible for managing the day-to-day operations of the Trust and Corporate Services subsidiaries and client relationships.

Role and Responsibilities:

- Lead on-going transformation projects and various work streams relevant to BCB's Trust and Corporate Services subsidiaries;
- Develop and implement strategies to enhance customer experience for Corporate Director Services, Corporate Secretarial Services and Fiduciary Services;
- Budget and drive financial and operating performance to meet/exceed expectations;
- Build and maintain excellent client relationships;
- Maintain operational compliance with company policies and procedures as well as regulatory and internal control standards;
- Manage various stakeholders including Boards of Directors, outside legal counsel, financial advisors, and regulators;
- Provide effective management of direct report team. Communicate effectively to ensure optimum performance and morale. Motivate and support the team to ensure the highest level of delivery of services to all clients; and
- Leverage and optimise product opportunities across the BCB Group.

Minimum Qualifications:

- A minimum of 15 years of experience in both Trust and/or Corporate Services industry with 10 years or more managerial experience;
- Extensive experience operating in a senior capacity in the offshore trust industry; who was an Approved Person by a BMA equivalent Regulatory Authority
- A university degree;
- Qualified trust professional, STEP or equivalent
- Proven experience acting as a Director of offshore companies;
- Extensive working knowledge of operational compliance, as well as regulatory and internal control standards;
- Proven ability to design and implement business strategies and enhance operation performance
- Strong existing relationships with family offices, legal firms, financial advisors and HNWI;
- Highly effective interpersonal and communication skills, both verbal and written and experience communicating effectively with a range of stakeholders including Boards, Directors, etc.
- Solid orientation towards customer satisfaction;
- An exemplary work ethic, a positive "get it done" attitude and a focus on results;
- Strong relationship management and business development skills;
- Analytical and problem solving skills as well as organisational and time management abilities; and
- Experience in the Viewpoint System.

Compensation will be commensurate with successful candidates experience and will include base salary and a discretionary performance related bonus. References will be requested and verified. Background checks will be conducted on short listed applicants

Interested persons should apply by forwarding an application letter and résumé no later than **July 24, 2019** to jobs@bcb.bm or by post to Bermuda Commercial Bank Limited, Attention: Human Resources Department, PO Box HM 1748, Hamilton, HM GX, Bermuda.

Bermuda Commercial Bank Limited and subsidiaries are licensed and regulated by the Bermuda Monetary Authority to conduct banking, investment, trust business under the Banks and Deposit Companies Act 1999 and the Investment Business Act 2003.