

Careers, by BUTTERFIELD.



Take a step in the right direction.

At Butterfield, we provide financial services with a personal touch, we focus on results, we value relationships, and we celebrate success. If that sounds like your kind of company, then consider this opportunity to become part of a collaborative team of professionals at a world leading independent offshore bank and trust company.

Senior Trust Officer

The position reports to the Vice President, Trust Services. This position is responsible for the effective management of resources dedicated to administration of trusts, companies and custody accounts. The incumbent must be able to exercise reliable judgment in the interpretation of trust deeds and maintain client relationships.

Your responsibilities will include:

- Developing and maintaining effective client relationships, including meetings, efficiently communicating with trust clients, providing expertise as it relates to all aspects of the management of a team of trust specialists, and providing expertise in Bank products/services
- Developing and maintaining thorough knowledge of individual clients and their requirements
- Maximizing and strengthening client relationships with beneficiaries and advisors in order to have the appropriate knowledge to carry out the trust's purpose and meet the needs of the beneficiaries
- Ensuring that trust provisions, Bank policies/procedures and relevant legislation are adhered to at all times
- Interpreting trust deeds and documents and authorising or declining transactions prepared by administrators or Trust Officers
- Maintaining vigilant knowledge of potential problems, risks and/or consequences as a result of inefficient administration, i.e., the late settlement of investment transactions, corporate actions, or other risks to clients or the Bank
- Acting as a representative of the trust company to clients, colleagues and support staff in understanding, advising and interpreting terms of trusts
- Conferring with management on all complex trust matters (i.e., ethics, compliance, etc.)
- Takes an active role in effectively solving client concerns
- Delegating appropriate tasks to assigned staff and providing direction, advice and expertise as required to ensure consistent quality results

Your qualifications and skills include:

- University degree or a minimum of seven years' experience in a bank or trust department
- Society of Trust and Estate Practitioners (STEP) designation
- Thorough knowledge of internal policies and procedures and relevant legislation
- Ability to understand and interpret most trust deeds
- Establishes client trust via professional expertise, social contract, empathy and personality
- Superior communication (both oral and written), interpersonal, team, client service, organisation, problem-solving and administrative skills
- Demonstrated ability to multi-task and effectively collaborate/manage change within a deadline-oriented, customer-focused and diverse environment
- Proficient in Microsoft Office Suite

Trust

Trust is a tradition at Butterfield, in every sense of the word. As the Bank's fiduciary services subsidiary, Butterfield Trust offers trust, estate, company management and custody services. Across the Group, the Butterfield Trust team assists with the formation and administration of trusts, companies and partnerships for both private and corporate clients designing solutions that meet our clients' requirements.

Why Butterfield?

The Butterfield experience is enhanced by robust learning and development opportunities, comprehensive benefits, and preferred rates on a variety of proprietary financial services. Guided by our core values—approachable, collaborative, empowered and impactful—we provide a respectful environment where the diversity of our employees and the talents and experiences they bring are celebrated and valued. With a 160-year tradition of service excellence, we empower individuals to achieve their goals and make a positive impact on our business, our clients and our communities.

Does this sound like you?

All applications should be forwarded via e-mail to resumes@butterfieldgroup.com.

Closing date:

Friday 11 February 2022

Let's start a conversation.



butterfieldgroup.com

