



CALEDONIAN

British Virgin Islands
Cayman Islands
Isle of Man
London
New York
Orlando



Integrity, Leadership & Excellence

The Caledonian Group is a leading financial services firm, headquartered in the Cayman Islands with offices in the Isle of Man, New York City, Orlando and the British Virgin Islands. Caledonian specializes in trust and company management, director services, banking, fund administration and captive insurance management.

Caledonian Trust (Cayman) Limited, a member of the Caledonian Group of Companies invites applications for the post of:

HEAD OF TRUST

Caledonian Trust (Cayman) Limited is seeking an experienced candidate to assume the role of Head of Trust which is a critical position within the Group's fiduciary business and reporting directly to the Managing Director and the Board of Directors. The successful candidate will be responsible for managing an active trust department and an experienced team of trust administrators as well as overseeing a portfolio of SPV clients. The candidate must be familiar with all types of private and commercial trusts, trust structures and investment products. In addition to running the company's portfolio of clients, the Head of Trust will play an integral role in promoting the company's business through client visits, new business initiatives and participating in business development activities. The successful candidate must accordingly be comfortable travelling, meeting sophisticated clients and attending international events and functions. The candidate must be suitably qualified and experienced to meet the requirements of the Cayman Islands Regulator.

Responsibilities will include:

- Overseeing and managing all client relationships including visiting existing clients;
- Participating in new business initiatives through contributing to the development of business strategy;
- Attending conferences and participating in marketing trips which may require regular travel;
- Supervising a team of professional administrators including ensuring compliance with all policies and procedures;
- Assisting clients with the establishment and restructuring of trusts including drafting and reviewing trust deeds and reviewing and commenting on all related legal and financial documents;
- Instructing and liaising with professional advisors;
- Assisting with the preparation of budgets and ensuring targets are achieved;
- Preparing monthly reports to the board on business activities and the operation of the department;
- Responding to new business inquiries and preparing service proposals.

Required experience:

- The successful candidate should possess a bachelor's degree, preferably in law, with a minimum of 10 years post qualification experience. The ideal candidate would also be a member of the Society of Trust and Estate Practitioners or possess the equivalent recognized professional qualification.
- The candidate will be expected to have exceptional interpersonal, analytical skills and written skills, have an advanced knowledge of financial products and be technically proficient in the establishment, administration of trust and company structures. Work experience in a major offshore financial centre such as The Cayman Islands, Bermuda, BVI, Singapore, Hong Kong or the Channel Islands is essential.
- The candidate should have excellent references and be able to demonstrate success achieving commercial and management targets.

Caledonian offers a competitive salary, performance based bonus scheme, benefits package, a dynamic work environment and the opportunity for exceptional career development. Please address applications to the manager of Human Resources at the address below citing reference "Head of Trust" on or before 22nd April 2011.

Salary will be in the range of US\$130,952 to US\$166,667 per annum and commensurate with the qualifications and experience of the successful applicant.

Please note this position is located in the Cayman Islands.

Caledonian offers a competitive salary and benefits package, a dynamic work environment and the opportunity to further develop a career using cutting edge technology in this challenging industry. All enquiries will be treated in strictest confidence. No Agencies please, direct applications only.

Application deadline: 22nd April 2011

Human Resources Manager
Caledonian Group Services Limited
PO Box 1043, Grand Cayman KY1-1102, Cayman Islands

E-mail: Human.Resources@Caledonian.com
Website: www.caledonian.com - Careers

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