

PORTFOLIO MANAGER

Nicosia, Cyprus

MFO Asset Management Ltd operating in Nicosia, Cyprus is seeking to recruit a Portfolio Manager.

The Company:

The Company is an AIF and UCITS Management Company, also authorized to offer Portfolio Management and Investment Advice services to individual clients.

Responsibilities:

Reporting to the Head of Collective Portfolios, the successful candidate will be a member of the Investment Management Team and will have responsibility for the management of funds managed by the Company. This includes:

- Financial due diligence of eligible investment opportunities as per the investment strategy of each fund under management.
- Monitoring of accounts, financial performance, and valuations of investments.
- Contribution in the methodologies and assumptions used in the valuation of investments.
- Preparation of detailed cash flow budgets/forecasts for funds with significant and continuous cash flows.
- Assessment and review of significant events and strategic decisions.
- Responsible for keeping the portfolio within possible investment limits.
- Overseeing the assessment of risk exposure executed by the Risk Management Unit.
- Produce management reports for internal and external stakeholders' review.
- Contribute in the drafting of the semi-annual and annual reports.
- Supervision of the administration functions relating to the portfolio under management.
- Other relevant or internal administration duties depending on the needs of the firm.

Requirements:

Successful candidates must fulfill the below requirements:

- University Degree in Business, Finance, Economics or other related field.
- Holder of a professional qualification such as ACA, ACCA, CFA.
- Holder of CySEC advanced certification.
- Experience in a similar position or in a related function in the financial services industry for a minimum of 5 years.
- In depth knowledge of the financial services industry and practices.
- Excellent knowledge of the Greek and English languages, both oral and written.
- Excellent communication, interpersonal skills and teamwork attitude.
- High attention to detail.
- Analytical, problem solving approach.
- Highest ethical standards, integrity and discipline.

Remuneration:

An attractive remuneration package will be offered to the successful candidate.

Please forward your CV to vprocopiou@mfoasset.com and atheophanous@mfoasset.com. All applications will be treated with strict confidentiality.