

## **PORTFOLIO MANAGER - HEAD OF INDIVIDUAL PORTFOLIOS**

Nicosia, Cyprus

MFO Asset Management Ltd operating in Nicosia, Cyprus is seeking to recruit a Portfolio Manager to act as the Head of the Individual Portfolios team.

### **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 Senior Management, the successful candidate will be the Head of the Individual Portfolios team and will have responsibility for the management of individual portfolios managed by the Company. This includes:

- Advise family office clients on developing and implementing the necessary framework for a sustainable investment strategy.
- Work with advisors and private bankers of family office clients in the portfolio construction and asset allocation.
- Identify and perform investment research on eligible investment opportunities in different asset classes, varying from listed equities/bonds to more complex products, private equity and real estate, and coordinate legal aspects of potential investments.
- Execution of transaction orders.
- Monitoring of selected investments in accordance with the approved investment policy, performance targets and risk profile of each portfolio.
- Analyse, interpret data and statistics from various sources, to provide a holistic view on investments.
- Report to family office clients on the performance of investment portfolios.
- Develop internal valuation methodologies for private equity and real estate investments, or work with independent experts in the field, for the proper evaluation of the investments of family office clients in these areas.
- Prepare and present family reports to family office clients.
- Understand family office client needs, managing the relationship, and working closely with their advisors and private bankers to provide bespoke innovative solutions that meet their requirements.
- Coordinate KYC/due-diligence requirements of family office clients.
- Perform research and assist in the preparation of the Company's Investment Outlook and periodic market briefings.
- Getting involved in various ad-hoc projects as and when required.

### **Requirements:**

Successful candidates must fulfill the below requirements:

- 10 years of relevant experience in private banking, or in a single or multi-family office, or in advising UHNW clients.
- University Degree in Business, Finance, Economics or other related field.
- Holder of a professional qualification such as CFA, ACA or ACCA.
- Holder of CySEC Advanced Certification.
- Self-motivated with good interpersonal and communication skills and ability to work independently.
- Effective client skills and ability to capitalize on existing business opportunities, as well as developing new business. Strong networking/communication skills and a proactive approach to working with colleagues within the firm, and externally with client private bankers and other advisors.

- Highest ethical standards, integrity and discipline.
- Attention to detail, analytical and problem-solving approach.
- Oral and written proficiency in English and Greek is a must.

**Remuneration:**

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

Please forward your CV to [atheophanous@mfoasset.com](mailto:atheophanous@mfoasset.com).

All applications will be treated with strict confidentiality.