



An alternative career in finance

Senior Banking Relationship Officer

Following strong organic growth we are on the lookout for bright individuals to join our team; individuals who are motivated and want to deliver excellence in fund and corporate services.

Since our inception in 2001 we have placed a strong emphasis on the personal and professional development of our employees, providing an opportunity for individuals to truly progress and shine. This investment on the people behind our services has paid off and we are proud to have maintained an industry-leading employee retention rate for over ten years.

To find out more or apply, visit aztecgroupp.co.uk/careers, email careers@aztecgroupp.co.uk or call us on +352 246 160 6139.

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Job Description

Senior Banking Relationship Officer

Reports to Senior / Client Relationship Manager

The purpose of this position is to carry out routine day-to-day administration of fund structures under the direction of a Senior / Client Relationship Manager.

Key responsibilities:

- + Maintain and be main point of contact for the banks Aztec is working with
- + Responsible for keeping the banking records up to date
- + Provide assistance to banking support team in other jurisdictions
- + Sharing the knowledge and best practise across the teams
- + Organise trainings, assisting the teams with the day to day queries
- + Assist the teams with bank related processes

Skills, knowledge, expertise:

- + Experience in a bank will be considered as an asset
- + Sound technical financial services knowledge (to be supported through the Aztec Academy)
- + Computer literacy skills are essential
- + Very good level of English, French or German is a plus
- + Very good interpersonal skills are required to develop close working relationships with colleagues, clients and business contacts

We will provide the training, both in house for relevant technical knowledge and also professional qualifications to enhance your professional development. You will need to be quick to learn new systems and great with people, as close working relationships between our colleagues and clients is at the heart of what we do.

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