



An alternative career in finance

Associate Director – Real Assets

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 +44 (0) 1534 834456.

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Job Description

Associate Director – Real Assets

Reports to Jurisdictional Head of Real Assets

The purpose of this role is to develop and lead jurisdictional services to a diverse portfolio of Real Estate and Infrastructure clients. Candidates should have a clear vision of the opportunities available and services required in the Real Assets market and demonstrate the skills and desire to build upon the existing foundations and deliver on that vision.

The successful candidate will lead the delivery of all services from Jersey and be a member of the Real Assets leadership team. The successful candidate will support the Jurisdictional Head of Real Assets Services in developing and delivering the business plan to meet the Group's growth plans.

The Group's Jersey Real Assets team currently has over 60 dedicated client-facing staff. As a strategic growth area, we are projecting continued growth in the services that we provide to this asset class.

Key responsibilities:

- + Strategic design and delivery: Assist with the design and lead the implementation of the jurisdictional business plan in accordance with Group strategy and values
- + Client Management: Be engaged with a portfolio of real assets clients ensuring a high level of client satisfaction
- + Team Management: Lead the Real Assets team, motivate, nurture and develop engaged employees
- + Business Development: Support the business development programme by proactively developing client and intermediary relationships, contributing to client development opportunities and leading new client proposals for Jersey
- + Financial and strategic KPIs: Oversee performance against financial and non-financial objectives

Relationship management

- + Maintain and build client relationships ensuring that the delivery of client service meets agreed service levels
- + Develop and enhance relationships with client advisors, intermediaries and other introducers of work
- + Work closely with other team members across the wider group to strengthen cross jurisdictional relationships with colleagues and mutual clients
- + Act as director or alternate director of client companies and funds

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Key responsibilities (continued):

Performance management

- + Deliver effective leadership in accordance with Aztec's values
- + Manage the performance of the teams ensuring reporting deadlines are met, with oversight on planning, scheduling, and monitoring of workloads
- + Actively manage the performance management and development of all team members, including acting as a mentor to your direct reporting lines
- + Ensure all individuals and teams receive appropriate training and development to nurture their potential and progress as individuals within the business
- + Demonstrate effective communication within the teams, providing regular reporting and feedback, so that all targets are met. Act as a subject matter expert providing technical guidance when required

Operational responsibility

- + Lead a team of operational senior managers and managers
- + Ensure company compliance, risk management and procedural policies are adhered to at all times
- + Work closely with support teams to ensure systems and operations are developed to support the services provided, acting as an active sponsor where required and deploying resources on key initiatives to ensure success
- + Contribute towards the business-as-a-whole, for instance, in identifying improvements in policies and procedures that apply across the business and ensuring appropriate information and best practice is shared between designated client services teams
- + Act as a high authority on day-to-day queries and as a 4-eyes signatory on service delivery

Business development

- + Work in conjunction with the business development team, to design and deliver a business development strategy that fits in with the strategic aims of the Group and grows the business through locally developed leads as well as cross-selling to existing Group clients
- + Lead and participate in new client proposals and pitches as necessary and manage the onboarding of new clients
- + Support and, where appropriate, work alongside those with operational responsibility for alternative service offerings in the Group, whether by product or jurisdiction, in order to execute the business development strategy for those products

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Skills, knowledge, expertise:

- + The candidate will hold a relevant professional qualification with substantial PQE
- + Experience in a similar role either in-house or at outsourced service provider
- + A strong relevant professional network
- + Strong technical knowledge, understanding the services being provided and the underlying structures
- + Excellent interpersonal skills are required to develop close working relationships with colleagues, clients and intermediaries
- + Team leadership skills, with the ability to inspire and develop others
- + Ability to design and implement strategy
- + Effective communicator in both written and oral communication formats
- + Solution-orientated critical thinking
- + Very high level of integrity and dependability

General information:

- + There is a requirement to travel to various locations for business development purposes, managing client relationships, and building relations with colleagues and teams in other Group jurisdictions

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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