

Job Vacancy

Director of Operations (Ref. 09/14)

The Company

Emergo Wealth Ltd. is a fully-fledged financial services and investment advisory company, built on world-class professional expertise, integrity and transparency.

We provide investment advisory, brokerage, personal financial planning and administrative services that enable our clients to rely on turnkey, total solutions to manage and grow their wealth. We also provide a broad range of corporate financial advisory services. Our research desk offers a range of proprietary reports on a number of sectors of the Cyprus economy, as well as ad hoc analysis reports upon request. Emergo Wealth is registered with the Cyprus Securities & Exchange Commission (License No. 232/14).

The Position

Reporting to the Managing Director, the successful candidate will be responsible for:

- Working to develop and manage the finance and compliance function of the Company (including risk management and AML) and to build the business
- Overseeing the accounting function (for the Group Companies and for Clients, including the provident funds)
- Liaising with the Group's internal and external auditors and providing the necessary information.
- Budgeting, financial modeling and reporting.
- Overseeing the establishment and implementation of robust financial control process and procedures.
- Liaising with banks and other financial institutions wrt both Company and clients' accounts.
- Overseeing the operations of the Company, including those relating to the reception and transmission of orders and the execution, including the front and back offices.
- Participating in the Company's strategy-forming team and pro-actively developing plans for the growth of the business.
- Preparing the financial and Compliance function reports for the Board of Directors and the relevant competent authorities.

The Successful Candidate

Emergo Wealth is looking for a motivated individual with excellent analytical, writing (Greek and English) and presentation skills, able to work effectively in a multinational team environment.

- Minimum of 4 years experience in a similar position
- Proven financial management skills: ability to multi-task and meet pressing deadlines
- Professional qualification in accounting would be considered an advantage
- Thorough knowledge and understanding of the financial services industry including equity markets, bonds, commodities, mutual funds etc.
- Ability to think strategically and critically, problem solve, be inquisitive, ground their opinions in fact and demonstrate sound judgement and decision-making ability.
- Disciplined approach to compliance with internal protocols, processes and reporting lines.
- Experience in banking sector projects would be considered an advantage.
- Excellent communication skills.
- Ability to prioritise, meet deadlines and work under pressure.

Typical tasks

- Managing (the establishment) and implementation of internal processes and systems for the smooth running of the finance, Compliance and brokerage function of the Company
- Establishing and managing relationships with brokers, other CIFs and banking institutions
- Researching the marketplace and providing clients with information on new and existing products and services;
- Designing financial strategies;
- Keeping up to date with financial products and legislation;
- Producing financial reports

The Compensation Package

Emergo Wealth offers a competitive compensation package and a unique opportunity to significantly participate in the growth of an innovative company.

How To Apply

Please send a motivation letter along with your curriculum vitae including strong personal and professional references by e-mail to careers@emergowealth.net