

Client Reporting Associate – 12 month contract

About Us

Handelsbanken Wealth & Asset Management is a wholly-owned subsidiary of the Handelsbanken Group and is responsible for all wealth and investment management activities of the Group in the UK. Founded in Sweden, Handelsbanken is one of the world's strongest banks and offers local relationship banking, advice and investment management to personal and corporate customers through its fast-growing network across the UK. For over 30 years we have been relied on by our customers, including business leaders and sophisticated financial professionals, to advise them and to manage their wealth. We focus on one objective – customer satisfaction – since a satisfied customer will be happy to both return and to recommend us.

This is an opportunity to join a successful and fast-growing national organisation with the added benefit of being part of a significant multinational group.

Handelsbanken Group are deeply committed to embedding good equality and diversity practice into all of our activities so that Handelsbanken Wealth & Asset Management is an inclusive, welcoming and inspiring place to work, regardless of age, disability, pregnancy and/or parental status, ethnicity, religion, sex, gender reassignment or sexual orientation.

We encourage and welcome applications from across the global community and all appointments are made solely on merit.

Salary & Benefits

- Competitive market rates

Our Role

An opportunity has become available in our client reporting team for someone looking to develop and gain experience in the investment management industry. The team are responsible for the development of award winning print and digital fund and client reporting tools for customers. The purpose of this role is to provide support within the busy reporting team to ensure customers have access to our sophisticated reporting tools around the clock, the digital tools are critical for servicing customers virtually. This role will be based in our London office and we are currently operating a hybrid working model.

Main Responsibilities

- Assist the Client Reporting Manager to deliver sophisticated print and digital reporting to a broad client base
- Assist with building and maintaining the complex investment reporting system
- Liaising with the relevant departments to develop new reports
- Proactive planning and time management for delivery of all fund and client reports

Person Specification

The successful applicant will have experience of building rapport and relationships in a high paced environment. Experience within financial services is desirable. The area of work involves accuracy, problem solving and the ability to build relationships within the wider organisation as well as the ability to work well within a small team environment. We strive to develop our employees and provide a supportive learning environment to create careers in investment management.

- Ability to comprehend a task and use initiative in applying a solution
- Ability to prioritise tasks based on importance
- Strong communication skills to liaise with internal and external stakeholders
- Strong attention to detail

- Accuracy and high standards of delivery
- Highly productive, able to work with large volumes of activity
- Good organisational, planning and time management skills
- A proactive approach to work, demonstrating initiative
- Good problem-solving and decision-making abilities
- Ability to work with all levels in the organisation
- Good written and verbal communication skills
- Self-confidence and self-motivation
- Confident with IT and an interest in web-design would be preferable

Contact

Please send your CV and covering letter to careers.hwam@handelsbanken.co.uk