

POSITION SUMMARY:

The purpose of the **Portfolio Manager** position with Scotiabank's Wealth Management group is to manage investment portfolios by ensuring asset mix and total return meet client's short and long term income and investment growth goals. This is achieved by using approved securities and following corporate investment strategy. Managing 70-80 client relationships located on Vancouver Island is the key deliverable in helping our client's get ahead financially by providing relevant solutions to their unique needs. Other duties include engaging Scotia Private Client Group partners to enhance our "team of experts experience" and generating profitable growth by acquiring and retaining both clients and assets.

The Scotiabank employment experience is well known in the investment industry. Our reputable corporate structure is superior to our competitors in that the positive work environment allows access to Senior Management to help you succeed in the role. This invaluable career opportunity requires you to operate independently as your own business head in a small office environment and offers a 3-day per month travel schedule throughout the mild climate territory.

KEY ACCOUNTABILITIES:

- Ensure a comprehensive and solid understanding of each client's financial needs, risk tolerance, and long-term objectives by maintaining ongoing dialogue (both verbal and written) with clients, to stay abreast of any changes in client lifestyle / needs or capital market conditions that may affect clients' financial objectives.
- Recommend an appropriate asset mix model for a client's circumstances, income needs, and return expectations, selecting securities in accordance with the firm's views that fulfill clients' objectives, regularly monitoring portfolios and making changes as appropriate.
- Manage client portfolios in accordance with the firm's guidance, leveraging Private Client Units for accounts <\$1million and using Central Portfolio Models for segregated securities wherever feasible.
- Ensure a high level of client satisfaction and retention.
- Grow assets under management by consolidating assets from existing clients, getting referrals for new clients, and working with Financial Consultants and other internal partners / external centers of influence.
- You may be identified as the client's Primary Relationship Manager (PRM) that is assigned to the SPCG Centre professional with the expertise most relevant to the client's financial priorities. As PRM you will utilize the Financial Planning process to develop an in-depth understanding of your clients' needs and will serve as a conduit for referrals to the SPCG Team of Experts. You are responsible for developing multiple service client relationships based on formalized client strategies. You will engage and inform the designated Team of Experts as to changes in client information and priorities. As PRM you will maintain SPCG service standards regarding proactive
- contact, central client point of contact for special events, recording and maintaining the Client Contact database and hold and maintain the client's Financial Plan.
- As a Relationship Manager you are a key member of the Centre's Team of Experts. You will work closely with the client's Primary Relationship Manager (PRM) to proactively identify and implement strategies to address client needs. You will actively contribute as a member of the PRM team by updating the PRM/Client Contact database and participating in the client's annual Financial Plan review process.
- Ensure compliance with all regulatory requirements, firm policies and accuracy of trading activities.
- Ensure net revenue targets are hit by managing pricing, asset growth and expenses

QUALIFICATIONS:

- Thorough investment management know-how and depth of experience required as it relates to understanding economic and capital markets data in order to describe the firm's investment strategy to partners and clients.
- Must meet the regulatory requirements to be registered with the appropriate securities commission.
- CSC+CIM, or its predecessor CIF but most importantly a CFA designation.
- Minimum 5 years direct experience in discretionary investment management, covering both financial analysis and managing portfolios (individuals, estates, trusts, pension plans, foundations, registered accounts), with an expert understanding of investment returns, potential risks and the associated tax implications.
- Strong relationship management skills. Proficient in sales and business development.
- Strong interpersonal, communication & listening and people management skills.
- Proficient in the completion of a Financial Plan.

EDUCATION AND ACCREDITATIONS:

- University Degree (Business, Economics, Accounting, Finance).

Incorporating the key personal investment and advisory activities within the Scotiabank Group, **Wealth Management** provides a full range of products and services that encompass retail brokerage, investment management advice, mutual funds and savings products, and financial planning and private client services for affluent clients.

The Scotiabank Group is an equal opportunity employer and welcomes applications from all interested parties. We thank you for your interest, however, only those candidates selected for an interview will be contacted. No agencies please.

*Qualified applicants are encouraged to submit their resume to **steven.berketo@scotiabank.com**