

Associate Director - Investor Relations & Distribution

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Company: Abu Dhabi Islamic Bank PJSC

Location: united arab emirates

Category: other-general

Role : Associate Director – Investor Relations & Distribution Location: Dubai Role

Purpose:

Supporting the Head of Investor Relations and Distribution in distributing products and services offered by ADIB Capital. In addition, supporting the Head of Investor Relations in managing the relationships with ADIB Capital's clients.

Key Accountabilities of the role

Coordinate fund-raising efforts for all funds with ADIB Private Banking, Priority Banking

Support the Head of IR & Distribution in developing and implementing marketing plan & roadshow for each fund or product launched by ADIB Capital

Conducting training sessions on funds for ADIB Priority / Private Banking RMs

Coordinating the placement of ADIB Capital Funds on the distribution platforms of other UAE and GCC banks

Direct responsibility for fund-raising, with a particular focus on family offices and HNW in Saudi, UAE, Kuwait, Qatar

Coordinating the development of marketing materials

Specialist Skills / Technical Knowledge Required for this role:

8-10 years of experience in selling funds & structured products

Good technical understanding of different asset classes

Excellent written and verbal communication skills

Relationships with family offices (in particular in the UAE, Saudi & other GCC countries)

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