# **United Arab Emirates Jobs Expertini®**

#### **Senior Officer-Wealth Investment Services**

# **Apply Now**

Company: TASC Outsourcing

Location: United Arab Emirates

Category: healthcare-practitioners-and-technical

### **Job Description:**

Our client is a leading bank in the UAE. They are now look for Officer-Wealth Investment Services to join them.

## **Roles & Responsibilities**

Handling of the WM Investments Helpdesk

Receipt and processing of the Investment Subscription and Redemption documents for all investment products in Wealth Management system and provider websites

Trade Processing, Trade Settlements, Input of Manual Trades and other exceptions

Input of Investment Cash Account Opening/Closure, Portfolio Creation/Closure and Account

Prepare periodic MIS/Business Reports for wealth operations which details the complete activities performed by the team

#### Preference

**Immediate Joiners** 

At least 1 years in a similar position, preferably in a multinational

### Qualifications

Preferably Bachelor's degree in Finance/Accounts or equivalent

3 years of experience in a bank/financial institution with exposure to wealth/consumer operations

#### **Benefits**

**Employment Visa** 

Insurance

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