

JOB DESCRIPTION

Department:	Investment Management
Job Title:	Unit Head, Trading and Execution
Location:	Abuja
Employment Type:	Full Time
Job Rank:	Senior Analyst
Job Function:	Oversee the Trading (debt and equity) and Investment Operations functions in the Investment Management department
JOB DESCRIPTION	
<ul style="list-style-type: none"> • Execute sale and purchase of securities, and other financial products in the primary and secondary markets. Best execution, Price discipline and trade reporting. • Assist with managing the team's trading books • Continuously monitor the financial markets to formulate trading ideas • Post trade processing and resolving trade settlement issues in a timely manner • Process corporate actions (e.g. tender offers, right issues, dividends etc.) • Manage the process of counter-party selection and performance appraisals • Supervise, maintain and update ratings of all banks and counterparties • Primary liaison for risk and audit examinations for the Investment Mgmt. Department • Any other role that maybe assigned from time to time by Management 	
PERSON SPECIFICATIONS	
Education Qualification:	<ul style="list-style-type: none"> • A degree with a merit grade in Accounting, Economics, Banking & Finance, Actuarial Science or related fields • A further qualification, for example, an MBA or M.Sc would be highly beneficial.
Professional Qualifications:	<ul style="list-style-type: none"> • Membership of CFA, CIS or Trading and Portfolio Management certifications would be beneficial • Member of Institute of Chartered Accountants of Nigeria (ICAN) or ACCA.
Experience:	<ul style="list-style-type: none"> • A minimum of 5 to 8 years post qualification experience in a challenging environment • Experience trading bonds and Tbills on Pen Dealer and other CBN/SEC recognized trading platforms • Experience using Bloomberg Terminal • Strong technical skills as it relates to investments • Advanced computer skills on MS Office Suite and Financial Software • Excellent reporting, writing/documentation, presentation, communication and IT skills. • Analytical thinker with strong conceptual and problem-solving skills

Age:	Not more than 33 years of age
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Applicable candidates can apply via mail to recruitment@sigmapensions.com and indicate the position applied for as the subject of the email.