

PANCURA is an independent, Luxembourg based, privately owned AIFM which offers the opportunity to join a team of experts in the alternative investment fund business with strong focus on Real Estate and Private Equity structures.

All team members bring along many years of experience gained at major actors in the market, being it investment managers, service providers or others.

Due to our continuous growth and expansion, PANCURA is looking to recruit a:

Conducting Officer - Portfolio Management

Your responsibilities:

- Review of new investment proposals and existing portfolio of assets held by the AIFs managed
- Organisation and active participation in investment decisions
- Perform liquidity management for the AIFs managed
- Ensure the AIFs are investing and operating within the terms and conditions of the AIFs' documentation, strategy, legal and regulatory requirements
- Oversight of Portfolio Management for AIFs where the function is delegated
- Supervision of Investment Advisors for AIFs where Portfolio Management is performed in-house
- Assist clients in the AIF launch/conversion process: review of offering documentation, contracts, fund launch plan, etc.
- Provide regular updates and reports to the AIFM's and AIFs' governance board
- Work closely with the investment advisors and the Risk Management team
- Coach and manage the Portfolio Management team
- Participate in projects: business development, conferences, Real Estate Associations, etc.

Your profile:

- Master degree (Real Estate Studies is an asset) with a minimum 5 years' experience in a regulated environment
- Transaction/Asset Management Track Record
- Preferably experience with Luxembourg Real Estate and/or Private Equity AIFs
- Strong organizational skills with ability to prioritize
- Knowledge of EU and Luxembourg law and regulations regarding the financial sector, with a focus on AIFs and AIFMs/Management Companies would be beneficial
- Ability to develop and implement organizational change
- RICS Member is an asset
- High verbal and written communication skills in English and German; French would be an asset
- People and team oriented with the ability to work autonomously
- Advanced knowledge of MS Office and general good understanding of IT infrastructure

What do we offer you?

- An attractive salary depending on your expertise and skills
- Work in an international, dynamic, friendly and trustful team
- Flexible working hours
- Enjoy a good work-life balance in a successful growing team
- Highly sophisticated Investment Management environment

Please send your application to:

Sven REIN

Managing Partner

Sven.rein@pancura.lu

www.pancura.lu