

## Associate – Middle Office

Location: Singapore

### The company

Privium Fund Management (Singapore) Pte. Ltd. (**Privium SG**) is an independent, regulated and rapidly growing investment management company based in Singapore. Privium SG is part of the Privium Fund Management group with offices in Singapore, Hong Kong, London and Amsterdam. Collectively, the Privium offices manage over \$3 billion in assets across different jurisdictions.

Privium SG is regulated by the Monetary Authority of Singapore as a Registered Fund Management Company. We operate portfolio management teams running various investment strategies such as hedge funds, private equity/debt, venture capital, and other alternative investments. Our global mandates also include sustainable and impact funds.

The funds and managed accounts managed by Privium SG are offered to investors such as (the clients of) private banks, family offices, wealth managers, insurance companies and pension funds.

Privium SG closely works with top-tier service providers (e.g. law firms, auditors, fund administrators, custodians, prime brokers and tax/compliance advisors) to support its business activities and service investors.

### The position

As Associate in the Middle Office team, you will be involved in the operational activities of funds and managed accounts in Singapore.

Your responsibilities will include the following activities:

- Monitor the portfolios of various investment strategies through portfolio management system
- Reconciliation of trades, prices and valuations
- Process cash transactions and corporate actions
- Review P&L and net asset value reports
- Liaise with clients and fund administrators regarding P&L and net asset value reports
- Set up trade file connections with prime brokers and fund administrators
- Coordinate the operational activities across the Privium offices in Asia and Europe
- Assist compliance and risk management teams
- Support the continuous improvement of Privium's operational framework and systems

### Competencies

- Minimum of three years of operational experience within the asset management industry (required)
- Degree in Finance, Accounting or other relevant discipline (preferred)
- Languages: English (required) and Mandarin (preferred)



- Technical skills: portfolio management systems, advanced Microsoft Office, Excel VBA or Python knowledge is a plus
- Understanding the trade flow from front to back, including cash equities, equity swaps, futures and options
- Ability to learn new technologies quickly
- Analytical, flexible, team player, attention to detail and pro-active (self-starter)
- Relationship skills

**What we offer**

- Being involved in a wide range of asset classes and (alternative) investment strategies
- Working with and learning from top-tier portfolio managers and service providers
- Being part of an international, diversified, highly skilled and motivated team
- Working within a fast-growing company with a global presence
- Ability to grow and take on additional responsibilities
- Centrally located office
- Ability to pursue professional qualifications (CAIA, CFA)
- International exposure
- Competitive salary and corporate health insurance

Please send your CV and a motivational letter to How Teng Chiou at [htchiou@priviumfund.com](mailto:htchiou@priviumfund.com).

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