

## **Alternative Private Equity Sales**

### **Job Description:**

- Work closely with senior team members to help service client accounts and provide thorough resolution to a broad range of investment-related and operational issues
- Proactively identify and escalate any sensitive client issues to senior team members; coordinate timely responses to clients
- Collaborate with key stakeholders across the Division including Portfolio Managers, Product Managers, Legal, Technology, Operations and Compliance, with a common goal of providing the best possible experience for our clients
- Support senior team members to execute business development efforts by helping with prospect pitches, product presentations, and requests for proposals (RFPs) across a broad range of asset classes including hedge funds, private equity, real estate, fixed income and equities
- Grow and develop a region or channel of prospective investors; must have an active set of relationships
- Manages the on-going account relationships with prospective customers; making sure their needs are met and products and services are marketed effectively
- Initiate client relationships and manage entire process including long term relationship
- Conduct appropriate market research on target prospects, set up meetings and clearly communicate the firm's strategies and differentiating factors
- Participate in the development of marketing and investor materials for both potential and existing investors

### **Requirements:**

- 6-8 years of experience in private equity institutional sales needed
- Experience with real estate private equity is a plus
- Good knowledge and passion for the asset management business and capital markets
- Exceptional attention to detail, and ability to drive tasks to completion in a highly organized manner
- Fast learner who is able handle multiple tasks simultaneously in a fast-paced environment
- Outstanding team player with strong interpersonal skills, ability to build trust and confidence of colleagues, and collaborate well with others
- Strong work ethic, highly self-motivated and entrepreneurial
- Excellent written and oral communication skills in English. Fluency in Mandarin and Cantonese are also required
- Strong skills in MS Office (Excel, PowerPoint and Word)

- HK SFC Type 1 license required

Interested candidates please send your full resume with current and expected salary in MS Word format at [career@vp.com.hk](mailto:career@vp.com.hk). Personal data will be used for recruitment purpose only.

Only shortlisted candidates will be notified.