

<b>DEPARTMENT</b>	INVESTMENT DEPARTMENT
<b>JOB TITLE</b>	GENERAL MANAGER- INVESTMENTS
<b>REPORTING TO</b>	CHIEF EXECUTIVE OFFICER
<b>SUBORDINATES</b>	Facilities Manager

<b>PURPOSE</b>
<ul style="list-style-type: none"> <li>• To oversee the strategic management and investment function of the Fund to ensure its long-term financial sustainability and growth.</li> <li>• To provide strategic direction to the property section.</li> <li>• To provide project management services to the Fund</li> <li>• To work with the CEO in identification of new business opportunities</li> </ul>
<b>DESCRIPTION OF KEY RESPONSIBILITY AREAS</b>
<p><b>Key Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Conduct thorough research and analysis to identify potential investment opportunities across various asset classes and evaluate potential risks.</li> <li>• Monitor and evaluate the performance of the Fund's investment portfolios and make recommendations for adjustments or reallocations as needed.</li> <li>• Build and maintain relationships with investment managers, advisors and other key stakeholders to leverage their expertise and insights</li> <li>• Provide regular reports and updates to the Chief Executive Officer on the investment performance and outlook and the Investment Properties</li> <li>• Manage the Fund's investments risk by implementing risk management strategies and controls</li> <li>• Manage the capital expenditure relating to the investment properties.</li> <li>• Lead and oversee the management of investment properties to ensure that optimal returns accrue to the Fund</li> <li>• Spearhead the development and implementation of innovative investment strategies and policies in alignment with the Fund's overall objectives and risk tolerance that not only optimize returns but also contribute to sustainable and socially responsible practices. Manage relationships with service providers monitoring the performance of investments to ensure alignment with organizational objectives and risk appetite.</li> <li>• Develop and implement strategic investment plans aligned with the overall Fund's vision and objectives.</li> <li>• Maintain up-to-date knowledge of market trends, economic indicators, and investment products.</li> <li>• Develop and control the department budget and ensure investment income, investment property income and expenditure are within budgetary constraints.</li> <li>• Manage risk assessment and mitigation strategies to safeguard the Fund's investments, assets and reputation.</li> <li>• Build and lead a high-performing team by providing coaching, mentoring, and fostering a culture of continuous learning, to drive organizational excellence and resilience.</li> </ul>

## **JOB REQUIREMENTS**

### **EDUCATION/ QUALIFICATION**

- Bachelor's degree in financial Analysis and Portfolio Management
- CFA Professional Qualification
- A Master's Degree in Finance, Economics or Business Administration, an added advantages
- At least 10 years' relevant experience at management level

### **COMPETENCIES**

- Proven track record of success in managing varied investment portfolio within a financial services environment
- In-depth understanding of the SNPF Order, regulations and accounting principles and practices.
- Strong analytical and problem-solving skills with a focus on process optimization.
- Excellent leadership and communication skills with the ability to motivate and inspire a team.
- Demonstrated ability to build and maintain strong relationships with internal and external stakeholders.
- Proficiency in investment analysis, data analytics and project management methodologies.
- Drive organizational change and transformation initiatives, promoting a culture of agility, adaptability, and innovation, while effectively managing resistance and overcoming barriers to change.

### **PERSONAL ATRIBUTES**

#### **Personal attributes**

- Leadership skills
- Exceptional interpersonal skills
- Teamwork and Collaboration
- Excellent communication and relationship management skills
- Stakeholder management skills
- Ability to understand financial data
- Analytical skills to interpret market information
- Excellent communication skills
- Ability to work effectively under pressure
- Change agent
- Self-motivated

Please send your application, detailed CV, copies of certificates and contact information for three referees by **14 February 2025** to Recruitment Manager, E-mail: [careers@redigroup.online](mailto:careers@redigroup.online) All Applications will be acknowledged but only short-listed candidates will be contacted.