

Chief Operating Officer Position

The Silverdale Group was established in early 2000s in Geneva and London.

Silverdale Capital Pte Ltd. is a Monetary Authority of Singapore (MAS) licensed fund manager (AIFMC). We manage funds registered across Singapore, Cayman Islands, and Mauritius. Our flagship: Silverdale Bond Fund is an award-winning, rare open-ended internally leveraged US dollar bond fund with top-notch performance.

We seek a proactive COO with strong leadership skills, to be the right hand of our CEO -for strategic development and operational excellence, with strong focus on efficiently implementing daily operations. You will have a unique mix of business acumen and management expertise, working in tandem with the CEO and senior management. You will have the vision to drive organizational excellence by aligning with the strategy, workflow and processes with the business objectives.

Our ideal candidate will have extensive (proven) experience within the mutual fund/hedge fund industry, having worked way up through the ranks, to his/her role as the COO.

Skills

- Proficiency with practices, policies, and procedures of the fund management industry. Proven prior experience in mutual fund/hedge fund industry is a MUST.
- Strong MIS tracking ability across geographies.

Roles & Responsibilities

- Develop, supervise and refine operational processes and controls, enhance policies & procedures, and maintain proper regulatory framework for various internal depts.
- Actively engage with legal & compliance team to ensure compliances, filings and fund documentation is in place for banks, custodians, distributors, fund admin, vendors, etc.
- Support investor relations team in servicing distributors, investors, platforms, etc.
- Oversee fund operations including settlements, cash reconciliation, cash management, fund accounting, and NAV calculations.
- Liaise with prime brokers, fund administrator, auditors, external counsels and technology vendors to resolve operational issues.
- Ensure effective recruiting, onboarding, professional development, performance management, and retention.

We seek in you

- Excellent people skills and an adroit networker.
- A team-player with collaborative mindset to coordinate with various depts.
- Qualification: Chartered Accountant and a MBA (rank holder) and/or legal background with prior 12-15 yrs experience in mutual fund/hedge fund industry with track record.

If this sounds like you, email your CV to: careers@silverdalegroup.com

In your cover letter with Subject Line “**Chief Operating Officer Role**”, please highlight recent experiences / achievements, and how you will add value to the firm.

Only shortlisted candidates will be contacted for an interview.