

Assistant Vice President – Fiduciary (Structured Finance)

Applications are invited by the Cayman Islands office of MaplesFS for the position of

Assistant Vice President – Fiduciary (Structured Finance)

who, under the supervision of a Senior Vice President and/or Vice President, will assist with the day to day administration of a diverse portfolio of offshore companies engaged in structured finance transactions including CLO/CDOs, Note Programs, Repackaging vehicles as well as Insurance and Reinsurance companies.

The successful candidate's responsibilities will include assisting with:- the client acceptance and on-boarding process, dealing with daily administrative matters, reviewing transaction documents, review of Agreed Upon Procedures/Trustee Reports, documentation of regulatory requirements, analysis of the distressed/default portfolio, monitoring of monthly billing and receivables exceptions, and ad-hoc project work. He/she will be required to deliver high levels of client service, while ensuring that each client relationship is compliant with internal policies and procedures.

Other duties will include ongoing liaison with lawyers, investment managers, trustees and other transaction parties located in international jurisdictions.

The successful candidate will be a university graduate with an excellent academic background and a minimum of 3 years experience in the financial services industry.

Other skills required for this role include an understanding of structured finance transactions, experience in reviewing transaction documents, knowledge of corporate governance, regulatory requirements and strong drafting and communication skills.

We offer a supportive environment, structured on a team basis. Benefits include four weeks vacation (pro-rated for part years), health insurance and pension plan. Salary will reflect qualifications and experience.

Applicants selected for an interview may be tested for numeracy and literacy.

Qualified applicants should write, enclosing their CVs to careers@maplesfs.com quoting reference: Cayman – AVP – Fiduciary (Structured Finance).

Only successful candidates will be contacted.

MaplesFS, through its divisions Maples Fiduciary, Maples Fund Services and Maples Private Client Services, is an independent global provider of specialised fiduciary, fund administration, entity formation and management, insurance and trust and private client services. With offices in key locations around the world, its clients include global financial institutions, institutional investors, investment managers and international corporations.

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