

The logo for Jon Michel executive search, featuring the name 'JON MICHEL' in a serif font, with 'JON' stacked above 'MICHEL'. The text is white and set against a solid gold rectangular background.

executive search

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## Client Services Manager

Our client is a boutique fund manager with over \$2bn FUM across global, Australian and private equity funds. Due to the recent launch of a new fund with plans for further expansion – they require a Client Services Manager to drive and coordinate client servicing and relations for their institutional and retail clients.

This role will report into the CEO and primarily be responsible for overseeing all aspects of client relationship management – including due diligence, client communications, client on-boarding and client and management reporting. You will also work closely with a team of internal stakeholders across business development, product management and marketing management, as well as having direct contact with retail clients.

The successful candidate will have proven experience working in a similar investor/client servicing role within a fund and will possess a technical understanding of equity strategies gained in either a distribution or client management role. A working knowledge of CRM systems and exposure to website management will be highly regarded.