

Job code: PD 001



Position: Assistant Manager

Department: Product Development

Location: Mumbai

Primary Responsibility

It is a multi faceted role giving the candidate an opportunity to shoulder various responsibilities to understand & develop an in depth knowledge of various functions of the Mutual Fund and work towards implementing the various new ideas & strategies in a time bound manner.

Role Responsibilities

- Research & conceptualize new product ideas & track the new product launches of the Competition.
- Meeting and providing regular data/updates to external agencies like CRISIL, ICRA, CARE, Morningstar, Value Research etc.
- Assist in identifying the need & arranging the training programmes/seminars/knowledge sessions for employees, channel partners & corporate investors at various locations.
- Assist in online agreements with Distributors.
- Track the online transactions through website and strategies ways to increase inflows through the online mode.
- Assist in preparing /updating SIDs, SAI, KIM etc that needs to be filed with the Regulator.
- Preparation of Monthly product notes and power point presentations of our schemes.
- Follow-up on NRI leads and activate & service overseas distributors.

Desired Profile and Skills

- Fair knowledge of Mutual Funds (having passed the AMFI exam desirable)
- Ability to conceive new ideas & implement the projects in a time bound manner
- Good presentation & Communication skills
- Techno savvy with flair for power point presentations

Job Reporting

Reporting to Head – Product Development

Primary Internal Interaction

Interacting with departments like Investments, Marketing, Sales and Customer Service.

Qualification & Experience

MBA in Marketing or Finance with 2 years work experience preferably in Mutual Fund industry.

Interested candidates e-mail your resume with job code and position in the subject line to careers@taurusmutualfund.com