



## Officer Research

- **Vacancy for:** 1
- **Posted on:** July 16, 2018
- **Deadline:** July 31, 2018, 11:55 p.m.

**Functional Title:** Research Officer / Senior Research Officer

**Corporate Position:** Officer (O2)/Officer (O3)

**Required No:** Few

**Job Location:** Kathmandu

### **Position Summary:**

Senior Research Officer is responsible for researching, collecting and analyzing financial and non-financial information that assists investment managers to make informed decisions. This position involves the responsibility of advising management on company's investment policy and investment reporting to ensure that assets are well diversified to optimize returns while mitigating risks

***This position reports directly to the Deputy Chief Executive Officer***

### **The successful candidate must demonstrate the following proficiencies:**

- Change Leader (strategic thinking, creativity and innovation)
- People Leader (integrity & honesty, team building, conflict management, communication and feedback)
- Result Driven (decisiveness, accountability, technical credibility)
- Coalition Builder (interpersonal skills, negotiating and influencing, problem solving)
- Business Acumen (crisis management, financial management, planning)

### **Duties and Responsibilities:**

The Duties and Responsibilities of Senior Research Officer include the following:

- Analyze corporate news, public documents, policies and circulars issued by Nepal Rastra Bank, Insurance Board, Securities Board of Nepal and other regulatory bodies on a daily basis to keep oneself updated about the happenings in the market
- Attend daily departmental meeting and leads/participates in discussion with other team members regarding the market trends and other news which are likely to have an impact on capital markets
- Follow the international and national market to formulate the investment strategy with information about the most volatile stocks in the respective sectors and the reasons behind it and find out any developments in the various sectors
- Support Deputy Chief Executive Officer on delivering the department's work on equity related analysis, portfolio and asset allocation with the Portfolio of the Company and the clients
- Contribute to the development of the departments analytical apparatus/modeling capabilities linking macroeconomic developments. Identify sector trends for the company's investment operations
- Review & Finalize Financial Model of the companies prepared by subordinates.
- Assess suitability of stocks for inclusion in the portfolio of the Company and clients on the basis of fundamental and technical analysis of the companies
- Actively engage with the team in providing with topics for further analysis, research ideas and new ways to present concepts.
- Develop appropriate data gathering techniques, interpret and analyze data and develop meaningful insights
- Analyze macro and micro levels of Capital Market by examining and assessing economic and market trends, political and economic developments, earnings prospects, and various other indicators and factors to determine suitable investment strategies
- Captures the movements in the market, during the trading hours and informs any important movement identified to the Deputy Chief Executive Officer
- Rationalize any unusual stock price movement and intimates the same to the Investment Manager
- Lead or contribute in the development of active portfolio management and producing asset allocation tools

- Recommend and diligently communicate weekly value added buy, sell and hold decisions on companies and presents the basis for such recommendations on the Departmental Meeting at the onset of every week
- Review Company and sector-specific research reports (Initiation Report/Economic Report/Quarterly Results Update Report/Flash Report as the case may be) prepared by sub-ordinates
- Finalize Newsletter on monthly basis to capture the happenings in the capital market
- Represent Research Department at all levels of the organization and engage with staff across departments
- Any other work assigned by senior officials

#### **Education and Experiences:**

- Master's Degree in Finance or Economics from a reputed University with excellent grades or CA/ACCA/CIMA/CFA Qualified
- At least 2 years of experience in the related field
- Age not exceeding 40 years

#### **Required Skills:**

- Ability to combine theoretical frameworks with applied research that are useful for investment decisions
- Strong insight over inter-disciplinary topics combining political science, political economy, macroeconomics and financial markets
- Extensive experience and knowledge of Microsoft Excel, econometric packages, and presentation/graphic packages
- Ability to thrive under pressure and function effectively while managing multiple tasks simultaneously
- Strong organizational skills
- Knowledge of project management and Strategic management;
- Ability to make decisions and solve problems
- Demonstration of personal drive and self-motivation
- Strong conceptual and analytical skills
- Creative and innovative thinker
- Proactive and professionally confident
- Ability to work without close supervision
- High level of attention to detail and capacity to deliver high quality work
- Demonstrated written and verbal communications skills in English
- Knowledge of System X software would be considered an asset

**Salary and Benefits:** As per Company's Policy

***Selected Candidates are required to attend written exam and interview. The company retains the right to reject one or all applications without assigning any reason whatsoever.***

#### **Applying Procedure**

Apply Link : <https://merojob.com/research-officer-senior-research-officer/>

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