

Advent Expert

Our client is a well known global asset management firm with over \$500 Billion in assets under management. Due to their continued growth and success, they are currently seeking a professional with Advent experience to join their team in Greenwich, Connecticut.

Duties and Responsibilities:

- Assist in moving a large portion of the US business to the existing Moxy/AXYS infrastructure
- Provide day to day support for Advent products
- Liaise with the Advent Help Desk and consultant to improve various processes
- Create management reports using Advent and assist in creation performance reports
- Work with other departments within the firm on file creation and delivery options
- Update and maintain the database
- Assist in on-boarding of new clients (specs, requirements, etc.)
- Help create and upload files for custodian online tools
- Create FTP files and answer ad hoc requests

Background Requirements:

- 3-4 years of experience using Advent Moxy/Axys at an asset management firm
- Experience creating performance reports
- Ability to work on multiple projects in a fast paced environment while adhering to strict deadlines and producing quality work
- Extremely detail oriented and highly organized
- Excellent quantitative and communication skills
- BA/BS required

Location: Greenwich, CT

Keywords: Advent, Moxy/AXYS, Moxy, Axys, Performance Reports, Consultant Database, Database Conversion, Factset, PerTrac, Fixed Income, Greenwich, Connecticut, CT, Stamford, Westchester, New York, NYC, NY

If you feel you are qualified for this position, please send your resume in Word format to Tiffany@wgpeople.com and reference the title "Advent Expert". Also, please feel free to forward this to an industry contact and visit our website at www.wgpeople.com for additional openings. [T-65534-TRT]