



Marketing Analyst

Location: New York

Fiera Capital Inc. is the U.S. division of Fiera Capital Corporation, a leading North American independent investment manager with over \$85 billion in assets under management as of December 31, 2016. Fiera Capital offers thoughtful investment solutions for high net worth individuals and institutions. The U.S. division currently manages approximately \$19.6 billion in assets across a spectrum of traditional, nontraditional, and bespoke investment strategies. To learn more about the company, please visit: www.fierausa.com

Fiera Capital Inc. is indirectly wholly-owned by Fiera Capital Corporation, which is listed on the Toronto Stock Exchange.

POSITION SUMMARY

Reporting to the Senior Vice President, the Marketing Analyst will have the following responsibilities: RIA/Family Office client service support, including custom client reporting, presentation preparation and development, proposal and portfolio analysis, and custom research as well as cross-function support of traditional marketing. This position offers professional development opportunities in a highly competitive market. The Marketing Analyst will be part of a dynamic team responsible for maintaining and developing excellent relations with consultants, developing the firm's business and brand and servicing its client base.

KEY RESPONSIBILITIES

- RIA/Family Office client service and sales support team:
 - Portfolio overviews, performance reporting and client updates
 - Custom analysis and research
 - Proposals and strategy updates
 - Consultant and client questionnaires
- Maintenance and preparation of presentation materials:
 - Updating and interpreting market data
 - Developing analysis into clear, concise, audience appropriate language
 - Prepare documents (i.e. letters, presentations, binding books/reports etc.) required for client meetings
 - Strict application of formatting and branding standards
- Marketing and branding
 - Support application of brand firmwide

EDUCATION/ACCREDITATION

- Bachelor's degree with a major in Marketing, Finance or a related field

SPECIALIZED SKILLS AND EXPERIENCE

- Minimum 6 months to 1 year of experience in financial services industry
- Proactive, self-reliant, thorough, organized and able to work independently and as part of a team
- Detail oriented with a high degree of accuracy
- Strong analytic ability
- Ability to manage priority requests and work under pressure
- Strong knowledge of Microsoft Word, PowerPoint and Excel

Those interested in this position may send their resume to careersUS@fieracapital.com. Please note only qualified applicants will be contacted.

Fiera Capital is an Equal Opportunity Employer committed to inclusion and diversity.