

Anatole Investment Management Limited

Position: Business analyst

Location: Central, Hong Kong

Start Date: Immediately

The successful candidate will have an opportunity to gain a first step into the exciting and fast-paced industry while gaining insight into hedge fund operations with a top tier asset management firm.

Responsibilities:

- Collaborate with the COO and senior members of a top tier hedge fund to optimize operations
- Assist with drafting reports on various operational matters, including but not limited to, budgeting, cost analysis, project progress tracking
- Assist with project documentation as needed
- Assist with conducting research on compliance/regulatory matters
- Assist with administrative matters such as scheduling meetings

Qualifications:

- Finance or business background is desirable but not essential
- Strong interpersonal and communication skills and high attention to detail
- Fluent in English and Mandarin Chinese
- Immediately available is highly preferred
- Fresh graduates are welcome to apply

To Apply:

Please send your CV and cover letter to Gary Lee at admin@anatole-inv.com