

Golden Trail Advisers LLC: Investment Advisor Associate

Growing registered investment advisory firm in Burr Ridge, IL seeks investment advisor associate.

Position requires a minimum of **2-3 years experience** in a financial occupation, such as an investment advisor, brokerage firm, bank or finance department.

Duties include gathering research information for stocks, bonds and mutual funds; reviewing client portfolios in relation to stated risk objectives; placing trades in client accounts; managing the data flow from custodians such as TD Ameritrade into our systems; and backing up the administrative functions of the firm. The incumbent would assist lead advisors in preparing for client meetings and following up with deliverables for clients. Independent client contact is expected to increase over time.

The **career path** would be senior associate, financial advisor, senior advisor and lead advisor, with potential management responsibilities contingent on the incumbent's abilities and growth of the firm.

Benefits include excellent work environment, contribution toward medical, participation in 401(k) retirement plan, potential for profit sharing and training in all aspects of investment advisory and financial planning functions.

Qualities of the successful candidate:

- Experience handling large sums of money (investments, cash, budgets, loans)
- Ability to learn and implement the investment process developed and used by the firm
- Aptitude for researching mutual funds, stocks and bonds
- Ability to apply the firm's investment strategies at the client level: review portfolios versus target risk level, recommend changes in light of specific client factors and execute trades
- Advanced spreadsheet capabilities and ability to run financial projections for clients
- Current holder of Series 65 or CFP® (or on track to complete within 3 months of hire date)
- Familiarity with compliance responsibilities and adherence to industry regulations
- Helpful service attitude in working with clients and coworkers
- Over time, the ability to initiate and grow new client relationships
- Professional written and verbal communication skills (written samples preferred)
- Project management experience and proven follow through capabilities
- Attention to detail in all aspects of the job
- Passion for continuously growing in skills, abilities and contributions to the firm
- Team player who helps the company fulfill its mission of advice and service to clients
- Physical organization to foster a clean and well-organized office
- Positive attitude with administrative duties, such as phones, paperwork and client follow-up
- Long-term commitment to serving others through charitable causes

Prefer experience with a trading platform, such as TD Ameritrade's VEO, and a contact manager, such as Redtail or Salesforce.

Send résumé and cover letter to info@golden-trail.com.