



Meradia Group presently seeks to add a Senior Project Manager to service both existing and new client relationships.

REQUIREMENTS

- Provide Meradia's clients with functional guidance through the successful selection and implementation of new reporting, data warehouse and performance measurement systems.
- Design, document and implement the workflow and operational structures necessary to centralization of redundant functional groups.
- Develop and maintain all internal and client communication including project plans, status memos, procedural and operational documentation.
- Coordinate internal, external and client resources to plan, document and manage analysis, implementation, and integration.

SKILLS & ABILITIES

- Experience managing systems implementation and development projects that impact multiple departments or entities within an organization.
- Ability to assess and document business needs including systems, work flows, staffing, and the economic impact of each.
- Strong functional understanding of the calculation and presentation of investment performance information.
- Ability to calculate performance returns and attribution from raw data.
- Excellent interpersonal, verbal and written communication skills.
- Strong analytical and business skills.
- Functional SQL knowledge.

KNOWLEDGE & EXPERIENCE

Since this position requires that the candidate have strong functional and industry knowledge, the following skills are important:

- Fundamental knowledge of middle and back office operations in investment advisory organization.
- Minimum 10 years project and program management experience within the financial management industry.
- Detailed knowledge of a broad range of financial instruments, investment securities and the capital markets.
- The combination of strong functional, technical, and operational knowledge of the investment services industry.
- Minimum of 10 years of experience in the brokerage, custodian bank or investment services industry.
- Governance experience, including policy development and maintenance.
- Strong data flow, system integration, system maintenance and support experience.
- Strong data management process flow experience.
- Experience working with and leading meetings with senior level client management.
- CFA, MBA, CIPM or Series 7 license preferred but not required.

ABOUT MERADIA

Meradia Group is a professional services firm that helps companies in the financial sector maximize operational efficiency and manage change. Meradia has been leading and executing all types of strategic initiatives since 1997 with an emphasis on data quality, automation, and cost-control.

Meradia Group seeks to attract and retain a team of ambitious, competitive, and talented consultants committed to providing a differentiating level of service to Meradia and our clients.

Send resumes to
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