



## Position Available – Client Services

**October 2021**

*WARR HUNT is an independent Financial and Wealth Management firm, helping individuals and families improve their financial well-being and live their ideal life.*

Due to internal promotion, WARR HUNT is seeking talented individuals who wish to progress their career in financial and wealth management. Client Services is an office-based role primarily responsible for:

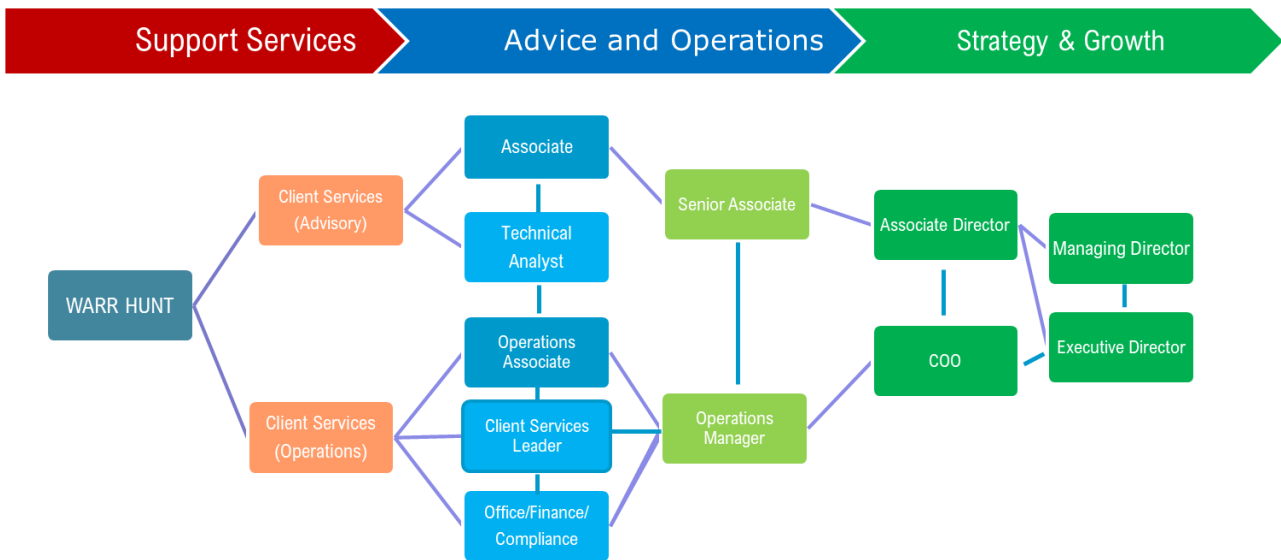
- Implement advice for high income/high net worth clients;
- Accurate and effective management of our client database;
- Build client relationships and liaison with financial institutions;
- Efficient running of the Advisory Team diaries;
- Adhere to firm policies and legislative requirements;
- Improve policies and procedures to enhance the WARR HUNT client experience.

*To be part of the WARR HUNT Team, you must share our values and embrace a different approach.*



## Growth and Development Pathway

At WARR HUNT, three core functions provide the opportunity for growth and development:



## Qualifications and Experience

- Minimum 2 years administrative experience;
- Financial Services experience is preferable, but not essential;
- Seeking a change in career and have required attributes;
- Advisory pathway - Undergraduate Degree; and
- Operations pathway – Formal qualifications not required.

## Required Attributes

- Growth and development mindset;
- Work autonomously and collaboratively;
- Follow defined technology driven process;
- Self-motivated, energetic and ambitious;
- Demonstrated relationship building skills; and
- Attention to detail, commitment to excellence and outstanding presentation.

## Benefits

- Competitive Remuneration – based on experience
- Opportunity to participate in a team-based incentives and rewards;
- Growth and Development Pathways; and
- Personal Development Planning and financial support.

**While traditionally a full-time role, anyone seeking min. 4 days and/or some flexibility around start and finish times should enquire. For an opportunity to join the WARR HUNT team, register your confidential interest with Matthew Taylor by email [Matthew@TaylorSTA.com](mailto:Matthew@TaylorSTA.com).**