

Job Ref. No. JAML030

Position: Investment Intern

Jubilee Insurance was established in August 1937, as the first locally incorporated Insurance Company based in Mombasa. Jubilee Insurance has spread its sphere of influence throughout the region to become the largest Composite insurer in East Africa, handling Life, Pensions, General and Medical Insurance. Today, Jubilee is the number one insurer in East Africa with over 1.9 million clients. Jubilee Insurance has a network of offices in Kenya, Uganda, Tanzania, Burundi, and Mauritius. It is the only ISO certified insurance group listed on the three East Africa stock exchanges – The Nairobi Securities Exchange (NSE), Dar es Salaam Stock Exchange and Uganda Securities Exchange. Its regional offices are highly rated on leadership, quality and risk management and have been awarded an AA- in Kenya and Uganda, and an A+ in Tanzania. For more information, visit www.JubileeInsurance.com.

We currently have an exciting career opportunity for **Investment Intern** within **Jubilee Asset Management Limited**. The position holder will report to the **Senior Portfolio Manager** and will be based at the Head Office in Nairobi.

Role Purpose Role Purpose

The role holder will support the investment team in conducting market research, analysing financial data, and assisting with portfolio management. This role provides valuable exposure to the asset management industry and is ideal for individuals looking to develop expertise in financial markets, investment strategies, and asset allocation within a dynamic, fast-paced environment.

Main Responsibilities

Portfolio Reporting:

1. Conduct daily, weekly, and monthly analyses of the growth in assets under management for Jubilee Investment Funds, focusing on inflows, outflows, and overall investment performance.
2. Analyse the daily liquidity positions of the Investment Funds to ensure sufficient liquidity is maintained.
3. Conduct comparative analysis of the performance of other collective investment schemes in the market to gauge market positioning and competitiveness.
4. Generate parallel pricing reports for the Investment Funds to ensure consistency and accuracy in pricing data.
5. Maintain and regularly update the Factsheet templates for the respective Investment Funds, ensuring they reflect accurate and up-to-date information.

New Product Development:

1. Provide support to the Investment Management team in various new product development initiatives, including market research, competitor analysis, and feasibility studies.

Investment Management System:

1. Assist Investment Analysts with the maintenance of data in the Financial Portfolio Management (FPM) system and support the generation of various analytical reports.

Investment Research:

1. Circulate daily market updates focusing on relevant global, African, and regional news to keep the team informed of market developments.
2. Prepare weekly macroeconomic updates for the JAML Investment Committee, ensuring that decisions are informed by the latest economic data.
3. Compile earnings updates on quarterly financial results released by companies listed on the Nairobi Securities Exchange (NSE).
4. Prepare and present investment appraisals for viable investment opportunities across different sectors, aiding in decision-making processes.
5. Maintain and update JAML's macroeconomic databases for different regional economies and produce quarterly macroeconomic reports.
6. Monitor and provide daily updates on market performance, focusing on equities and fixed-income markets.
7. Maintain the Kenya Banks CAMEL (Capital Adequacy, Asset Quality, Management Quality, Earnings, and Liquidity) ratings model and update the quarterly report.

Thought Leadership:

1. Prepare the weekly JAML Insights, providing market analysis, investment strategies, and economic outlooks.
2. Develop content for the JAML Digest, a monthly publication offering insights and perspectives on market trends, economic policies, and investment opportunities.

Key Competencies

1. Demonstrates a strong understanding of financial principles, investment products, and the functioning of financial markets.
2. Able to interpret complex financial data, conduct thorough research, and make sound recommendations based on investment analysis.
3. Maintains a high level of accuracy in analyzing data, preparing reports, and conducting market research to ensure precise investment decisions.
4. Proficient in financial modeling, data analysis tools, and software such as Microsoft Excel, Bloomberg, or other financial platforms.
5. Capable of clearly conveying complex financial insights and data through written reports and verbal presentations, adapting communication for different audiences.
6. Works effectively with senior analysts, portfolio managers, and team members, contributing constructively to team discussions and investment decisions.

Qualifications

1. Degree in investment/ finance related courses.
2. CPA, Level 1 Qualification will be an added advantage.

Relevant Experience

1. Minimum of 6 months of experience within the financial services industry, especially within Finance/Investment Departments.

**If you are qualified and seeking an exciting new challenge,
please apply via Recruitment@jubileekenya.com quoting the Job Reference Number and
Position by 12th September 2024.
Only shortlisted candidates will be contacted.**