



Letko, Brosseau & Associates Inc. **Assistant, Trading Department**

Letko, Brosseau & Associates is one of Canada's leading independent investment management firms, serving both institutional and high net worth clients. The firm's approach is based on fundamental analysis, broad diversification, an international perspective, careful security selection and low turnover. This approach has generated solid long-term results for clients since the firm's foundation in 1987. Outstanding financial performance, superior customer service and high standards of business ethics are the firm's guiding principles that contributed to its success over the years.

The firm wishes to recruit an Assistant, Trading Department. This position will allow you to maximize your potential by giving you the chance to execute various tasks and responsibilities in support of the trading team.

You will thrive in this position if you have a strong interest in the stock market, a desire to develop your knowledge of trading practices and to pursue a career in this field. In addition, this position will require close communication with portfolio management, our client service team and our custodians, etc.

Main responsibilities:

- Analyze and execute the required operations on all incoming requests from the client service team, including portfolio withdrawals and contributions, donations, changes in asset allocations, requests related to client fiscal year ends and other customer requests.
- Instruct the custodians on these same requests and serve as a liaison between the client service team and the custodians.
- Collaborate with traders and learn how to trade different asset classes: money market, bonds, global stocks and mutual funds.
- Develop your knowledge of the stock market and trading practices.
- Assist the trading team in implementing the latest trading technologies.
- Assist in additional trading tasks, such as: preparing daily summary trading reports and resolve complex trade settlement issues.

The ideal candidate must have:

- Bachelor's degree in finance, mathematics, or a related discipline
- A good knowledge of French and English.
 - Bilingualism is required to trade internationally and to communicate with our client service team in our Toronto and Calgary offices.

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- Ease with computer systems.
- An ability to prioritize workload (large volume of requests) and good judgment.
- A natural curiosity and a constant desire to deepen your knowledge and skills.
- Attention to detail, discipline and ease with numbers.
- A high sense of ethics.

Salary and Benefits :

- ✓ Competitive base salary, plus annual bonus plan
- ✓ Employer contribution to a deferred profit-sharing plan (DPSP)
- ✓ Immediate access to medical, dental and life insurance coverage, along with short-term and long-term disability insurance
- ✓ Employee and family assistance programs and telehealth
- ✓ Corporate discount for membership in a fitness center;
- ✓ Our offices are located in downtown Montreal, easily accessible by all public transit.
- ✓ We have a Hybrid work model (work from home and from the office).

Realize your ambitions with us!

Our mission is to provide a supportive and inclusive environment where all individuals can maximize their full potential.

We thank all candidates for applying, however only candidates selected for interviews will be contacted.