

Why work with Alter Domus Malta?

- We are a global company with excellent opportunities for growth as we continue to grow globally;
- We offer ACCA Sponsorship;
- We offer flexible working hours;
- We have 4 large events/parties per year and smaller monthly events;
- Team building events;
- Diversity and inclusion programme;
- We offer a wellness programme in the office;
- We have free lunch on the last Friday of every month;
- We have on the job training allowing you to put what you have learned in school into practice
- International mobility program

At Alter Domus Malta we are looking to recruit a number of open positions. We have opportunities in the following:

Corporate Services: There is a **local department** focus in marine and aviation in a team of around 30 team members and following the IFRS financial reporting framework and there is a **Central Operation department** of around 65 team members which works with Luxembourg clients from our Head offices, mainly in the private equity and real estate sector reporting under Luxembourg GAAP. Under both departments you will have the opportunities to gain exposure in the below listed areas:

- preparation of bookkeeping using our financial software;
- drafting of financial statements;
- assistance with audit queries and deliverables;
- preparation of payments in line with internal operation procedures;
- assisting in drafting of VAT returns;
- assisting in drafting of Tax returns;

Fund Services: As part of the Fund Administration and transfer agency team of 20 you would be involved in:

- Payments
- Ongoing projects
- NAV calculation
- Investor relations
- Regulatory reporting

Company Secretary: We have a team of 8 where you will be involved in:

- Draft/Update memorandum and articles for clients;
- Draft board resolutions/shareholder resolutions;
- Set up board meetings;
- Prepare agenda;
- Take minutes;
- Reviewing documents for client transactions;
- Legal advice with transactions

Internal Finance: This department is responsible for the Alter Domus group finances. You will be involved in:

- Managing the firm's liquidity, funding, capital and allocation of financial resources to align with the firm's overall strategy;
- Providing appropriate funding to support all firmwide activity;
- Working closely with an international team

If you are interested in any of these positions please respond with your CV outlining which opportunity interests you.

If you are unsure which one would be suitable for you, send Molly.Mcgilton@alterdomus.com or Jennifer.Barron@alterdomus.com an email and we can have a conversation with you to see where you would benefit most.



Invest yourself in the alternative.

Join us in Malta

Junior Career Opportunities in:

- Fund Accounting
- Client Accounting
- Transfer Pricing
- Company Secretary
- Depository
- Compliance

alterDomus*