Director, Trust Services

(Business Development/Relationship Management)

Meet Vistra

Vistra Group, ranked among the top four service providers globally, is a versatile group providing a uniquely broad range of services and solutions, from international incorporations, to trust, fiduciary and fund administration services.

With nearly 30 years of experience in the industry, we employ over 3,000 professionals across 44 jurisdictions throughout the Americas, Europe, Middle East, and Pan Asia Pacific.

We are now seeking a Director, Trust Services in our Hong Kong (HQ) office.

This role reports directly to the Executive Director, Trust Services and requires an experienced professional with proven track record of relationship management in the wealth management and international tax planning services.

Key Responsibilities

- Promote corporate & fiduciary services to potential clients through sales and marketing campaigns
- Develop, maintain and manage strong relationships with clients and intermediaries by providing timely information and quality service
- Able to work closely in a team environment to drive the Vistra business vision, brand and services in Hong Kong and Greater China
- Assist with the business development activities in corporate and private banking market in Hong Kong and Greater China
- Identify and maximize cross-referral opportunities to other business units where applicable
- Business development of trust services: attend to client enquiries, preparation of trust proposals and marketing materials for a wide range of trust jurisdictions and different types of trust structures, coordinate with bankers, asset managers, legal advisors and other related parties
- Establishing new trusts: perform due diligence/KYC on trust structures and all trust-related parties for client on-boarding , handle bank account opening for underlying companies under trust structures, prepare documents for trust establishment and asset injection, incorporating and activating new underlying holding companies, preparing all company documents for underlying holding companies
- Preparing, completing and filing FATCA and CRS forms
- Keep abreast of client and market developments
- Assist with trust administration matters whenever required

Requirements / Qualifications

- Minimum 12 years of experience in the Trust/Wealth Management industry
- Minimum Tertiary degree preferably in law
- STEP qualified
- Self-motivated and ability to think outside the box to solve client's issues
- Lead by example to supervise, motivate and develop a team
- Strong technical knowledge of all aspects of trust and company administration including tax law
- Professional proficiency in oral and written English coupled with Mandarin is a MUST.

If you are looking for an entrepreneurial environment where you can make an impact to the business and enjoy crafting creative solutions to help your clients, please send your full profile to Celestina.cheung@vistra.com.

All applicants will be treated in strict confidence.