



HARRINGTON COOPER ASSET  
MANAGEMENT LIMITED



#JOB-2399417



Pembroke Hall, 38/39 Fitzwilliam Sq, Dublin 2,  
D02 NX53



No of positions : 1



Paid Position



40 hours per week



37500.00 Euro Annually



26/06/2025



24/07/2025

## How to apply

### Application Method :

Not available



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online



## Associate- Operations and Research

### Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

### Job Description

#### The Opportunity

The successful candidate will be joining a dynamic UCITS Management company and have opportunity to gain broad experience and support the growth plans of Harrington Cooper Asset Management (HCAM), with a focus on data analysis together with broad exposure supporting the operations of the UCITS Management company and funds. The role will involve a 40 hour work week and will follow a hybrid model with in person days in our Dublin office. Minimum annual remuneration will be €37,500.

#### The Position:

Create reporting to support data to vendors, clients and regulators of the UCITS Management Company and ICAV

Calculation and reconciliation of monthly fees from third party investment managers

Support new fund launches on the HCAM platform

Relationship management for HCAM investment managers on the platform

Liaise with all stakeholders, e.g. Harrington Cooper LLP (UK); fund administrators; lawyers; ICAV and HCAM boards; auditors; tax advisors; registration agents, etc.

Work with Head of Research on investment analysis, gaining experience across a wide range of investment strategies.

Advise and assist Harrington Cooper sales team on matters relating to the UCITS platform, account openings, etc.

Support in assisting the team with inbound regulatory queries and questionnaires.

#### The Individual:

Diplomatic, determined, organised, entrepreneurial

Ability to work independently and without significant oversight

Have previous experience in a UCITS Management Company and have previous experience in supporting regulatory engagement (although flexible dependent on the individual)

Investment knowledge – Base understanding of UCITS funds

Culturally sensitive – International perspective/background highly desirable

Some experience with investment analysis, or a strong desire to develop this would be beneficial

Highest standards of integrity and work ethic

Strong Excel skills required – and will be assessed during the interview process.

Experience of using Morningstar will be considered favourably.

- This vacancy is suitable for Remote/Blended working
- **Sector:** financial and insurance activities

### **Career Level**

- Experienced [Non-Managerial]