Financial Trader / Operations and Technical Assistant

Open position:

Financial Trader / Operations and Technical Assistant
(3-5 years’ experience required)
Full-time position in Austin, TX

Join us to help others achieve their financial and life goals by using your technical, analytical, relationship, organizational and leadership skills.

Financial Trading - You will work with our Investment Committee to place trades for clients and to keep model portfolios up to date.

Technical Assistant – You will work with vendors and internal team members to assess, implement and support current and emerging financial technology solutions for our growing wealth management business.

Special Project Support – You will help us continually enhance our client services and business results through participation and leadership in our strategic planning initiatives.

Expect a fast-paced environment in a growing organization that continuously evaluates and evolves its best practices. Count on company support and encouragement for ongoing formal professional development.

EXPERIENCE & EDUCATION REQUIRED

- 3-5 years’ experience in similar position
  (preference for experience in a wealth management business environment)
  - Placing equity, ETF, mutual fund and bond trades
  - Tracking Cost Basis of Holdings
  - Reconciling Model Portfolios to client’s risk plan
  - Evaluating and using financial technology tools to increase efficiency
  - Interfacing with technology vendors
  - Leading teams and/or projects

- Series 65 or equivalent securities license
- Bachelor’s Degree

REQUIRED ABILITIES

- Work well independently and with teams
- Build relationships internally and with vendors
- Listen and ask meaningful questions to team members and vendors
- Gather and analyze data, subsequently presenting actionable proposals to team members
- Organize thoughts for written communications
- Manage and follow-up on details
- Solve problems
- Adapt to new technology as new systems are implemented
  (Currently utilized technologies include AdvisorView, Tamarac CRM, Riskalyze, Salesforce and eMoney)
- Lead projects and teams
PERSONALITY THAT FITS OUR TEAM

- High integrity
- Sense of humor
- Strong work ethic
- Giving and gracious

VALUE YOU WILL DELIVER

- **Solutions for Co-workers.** After gathering data, you will make recommendations addressing identified employee and company needs.
- **Solutions for Clients.** We strive to offer gracious service to our clients. This role is key to implementing the extensive financial planning we do for clients to help them achieve life goals.
- **Relationships.** Our relationships with our employees are special, often categorized as friendships. Every day, you will have the chance to encourage and build confidence in others.

IMPACT YOU CAN MAKE AT OUR COMPANY

- **Bring us new ideas.** We support ongoing professional development, so you can then bring that learning back to the organization.
- **Sustain our positive company culture.** You will join us in our weekly kick-off meeting where we share celebrations, appreciations and need-to-know information.
- **Shape our company strategy.** We will ask for your ideas and feedback in our annual strategic planning process as well as in many other meetings.

COMPANY OVERVIEW

Richard P. Slaughter Associates, as one of the nation’s first fee-only wealth management firms, is dedicated to delivering ethical advice to our clients with excellent customer service. Our firm is growing, and we are expanding into new service areas for our clients.

Our team is comprised of professionals holding some of the highest credentials in the industry. Employees work independently as well as in teams. Because of our growth, team members are expected to learn about other areas of the business and assist as needed to graciously serve our clients.

We have been a finalist for the *Austin Business Journal*’s “Best Place to Work in Austin” prize every year since 2004, and we have won the small business category three times. Expect to have fun while getting the job done.

Benefits include:
- medical and disability insurance
- 401(k) plan
- stock options
- relocation expenses, under select circumstances
- support for ongoing professional development

TO APPLY

No phone calls, please. Email both of the following to james@slaughterinvest.com.

- **Cover letter**
  - Share how you learned about our open position
  - Tell us why you believe you are a good candidate
  - Include an indication of your salary history or expectations

- **Resume**

If available, include any personality assessment reports (ex: Financial DNA, StrengthsQuest, DiSC, MBTI) or profiles that might help us better understand your preferences, needs and/or work style.