

## **ESG VERIFICATION ANALYST – LONDON, EC3M**

### **Summary of Role**

INDOS Financial (INDOS) is a leading provider of independent depositary oversight and assurance services to the funds industry. It provides services to over 70 clients in the hedge fund, private equity fund, real estate fund and investment trust sectors.

INDOS is currently developing a range of services for investment firms that incorporate environmental, social and governance (ESG) considerations into their businesses. Utilising INDOS' existing experience, knowledge and systems, INDOS is creating an industry leading ESG verification and oversight service.

The ESG Verification Analyst role is within our head office in the City of London and is centred around the day to day administration and wider business development of INDOS' ESG services.

The ESG Verification Analyst role will report to the Head of ESG Services and be responsible in assisting with the development and implementation of this new service offering.

### **Key Responsibilities**

- Assist in the development and integration of INDOS' ESG service offering into the wider business;
- Assist in the technological implementation of ESG oversight and monitoring software with dedicated software developers;
- Assist the Head of ESG Services in preparation of client on-boarding, meetings and presentations;
- Perform day to day duties and tasks to ensure smooth running and development of INDOS' ESG services;
- Perform periodic ESG asset allocation and compliance monitoring of client portfolios;
- Undertake client visits to review ESG working policies and procedures; and
- Act as client representative of INDOS' ESG services for clients and new business prospects.

### **Skills and experience**

INDOS Financial are looking for the following candidate:

- Degree Educated at 2:1 or above within an industry relevant field (Management, Finance or ESG major);
- 1 – 2 years relevant financial services experience (experience with ESG strategies or policies would be beneficial, but not necessary for consideration for the role);
- Genuine and demonstratable interest in Financial Services, Investment Funds and ESG;
- Excellent numeracy, presentation and written skills;

- Articulate, presentable and punctual.