

## Job Description

<b>Title:</b>	Client Asset Manager
<b>Location:</b>	Dublin, Ireland
<b>Reporting to:</b>	Head of Operations Control
<b>Contract Type:</b>	Full-time, Permanent

### Cantor Fitzgerald

Cantor Fitzgerald Ireland is part of leading global financial services firm Cantor Fitzgerald. Cantor Fitzgerald has offices and trading desks in all major financial service centres throughout the world. We specialise in equities, Investment Banking, Real Estate, Fixed Income and Currencies. Cantor Fitzgerald's affiliate businesses include: BGC Group Inc. (BGC), Newmark (NMRK), and GFI Group (GFI). Cantor Fitzgerald Ireland provides a full suite of investment services, primarily wealth management, fund management, debt capital markets and corporate finance.

Our mission at Cantor Fitzgerald Ireland is to be the markets most impactful wealth partner. The foundation for this is growth and protection of our clients' assets, through which we build trust with our clients, colleagues and regulators.

### Role Summary

The Client Asset Manager role is in place to ensure operational compliance with MiFID II and Central Bank of Ireland Client Asset Regulations (CAR). The role oversees operational controls of client asset processes including reconciliations, RCSA and risk incident mitigations.

In addition, the role provides support to the Firms, Head of Client Asset Oversight (HCAO) PCF 45 and acts as a key liaison between operations, HCAO, 2<sup>nd</sup> & 3<sup>rd</sup> line departments to ensure the requirements of CAR are met and effective controls are in place and to safeguard client assets.

This is a Manager role, reflecting the importance of the role in ensuring effectiveness of Client Asset processes, controls and risk monitoring. The Client Asset Manager will fulfil other control functions as the Head of Operational Control requires.

This role will be a direct report to the Head of Operational Control and in addition will have a dotted reporting line to the HCAO.

### Key Responsibilities

- Governance & Regulatory Compliance: Ensure MiFID II and CBI CAR compliance
- Maintain Client Asset Management Plan (CAMP), Client Asset Governance Framework (CAGF) & Client Asset Key Information Documents (CAKID)
- Lead and co-ordinate the annual Client Asset Audit
- Oversight & Monitoring: Daily monitoring, reconciliations review, breach register maintenance and management of the Client Asset Work Tracker
- Support HCAO in breach assessment and reporting
- Outsourcing Oversight: Monitor providers, Review MI, maintain oversight framework
- Training & Awareness: Lead in delivery of training to all stakeholders from Board to new entrants within the Firm, promote awareness, foster engagement and maintain quarterly Client Asset Staff Communications
- Risk & Control: Complete Client Asset RCSA, manage conflicts, support risk mitigation and the closure of open Client Asset Risk incidents
- Board & Stakeholder Engagement: Prepare monthly CA meeting papers, liaise with auditors / other stakeholders
- Ownership and management of the monthly HCAO meeting –analysis, preparing meeting information and providing secretarial supports
- General support and administrative support as required by PCF 45 to fulfill HCAO responsibilities as outlined in appendix 1
- The Client Asset Manager may attend HCAO oversight meetings with critical suppliers and other stakeholders as the HCAO requires.

### Skills & Competencies

- Strong knowledge of MiFID II and CBI CAR.
- Excellent attention to detail and numerical competence.
- Analytical and problem-solving skills.
- Ability to manage priorities under strict deadlines.
- Excellent communication and influencing skills.
- Proficiency in Microsoft Office (Excel essential)
- Report writing expertise and ability to communicate effectively in all CA materials.

### Requirements

- Minimum 5 years in a regulated financial services environment.
- Business or finance degree preferred.
- Experience in governance, oversight, and regulatory compliance.

#### Appendix 1: Reporting to PCF 45, Head of Client Assets – Key Responsibilities

Key responsibilities of the HCAO include:

- **Oversight of Compliance:** Managing the day-to-day oversight of the firm's adherence to client asset regulations.
- **Client Asset Management Plan (CAMP):** Ensuring the CAMP is produced, maintained, reviewed, and updated as necessary.
- **Reconciliations:** Overseeing daily calculations and reconciliations of client assets to ensure accuracy and completeness of records.
- **Reporting:** Preparing, validating, and submitting monthly Client Asset Returns (MCAR) and any other required reports to the Central Bank of Ireland and the firm's Board of Directors.
- **Risk Management:** Identifying, assessing, managing, and monitoring risks related to client assets and escalating them to appropriate governing committees.
- **Audits:** Managing the annual client asset examination audit and reporting findings to the CBI and the board.

**This is a Control Function (CF2) role as per the Central Bank of Ireland Fitness & Probity Standards.**

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