

Role Profile

Position Title	Investment Accountant
Role Holder	
Reports To	Chief Investment Officer
PRA/FCA Approved Person Category(ies)	N/A
Date	November 2023

Overall role

To support the CIO in the operations of the investment function

- Responsible for all investment accounting within the investment team
- Maintenance of Investment Accounting, Data integrity
- Responsible for accuracy of investment data
- Review daily cash balances
- Reporting investment performance to various audiences
- Directly Interact with finance & treasury on investment accounting matters
- Book trades and transfers as necessary on custody portals

Key Responsibilities and Competencies

• Investment Reporting/Reconciliation

- To ensure Clearwater & Custodian holdings accurately reflects the company's investment portfolios
- Weekly/Monthly/Quarterly investment income reporting
- Investment reporting for Exco/Local Boards/Group Investment Committee
- Monitor investment compliance with investment guidelines and risk appetite

• Interaction with other group functions

- Work closely with Finance and Treasury on investment related matters
- Ensure monthly valuations/P&L are accurate
- Assist treasury with cash management/liquidity needs
- Assist other functions (eg risk, internal audit, legal) on investment related matters

• Have an awareness of the Treating Customers Fairly ("TCF") and Conduct Risk strategies

• Have an awareness of Data Protection legislation, including the Data Protection Act and the General Data Protection Regulations

On a temporary or permanent basis, you may be required to undertake other duties in addition to, or in substitution of, those listed in this role profile

Direct Reports

None

Internal Relationships

All departments

External Relationships

Clearwater analytics, Blackrock Aladdin, Custodians, Investment Managers

Authority to Act for the Company

N/A

Conduct Rules

- You must act with integrity
- You must act with due care, skill and diligence
- Except in relation to whistleblowing, you must be open and cooperative with the FCA, the PRA and other regulators in line with procedures agreed with your line manager
- You must pay due regard to the interests of customers and treat them fairly
- You must observe proper standards of market conduct where applicable

Conduct Standards

All employees are expected to abide by the RiverStone Code of Conduct

Competence – Experience & Knowledge

- Around 2-3 years' experience in a similar role
- Expert user of Clearwater Analytics, (essential) and with excellent Insurance Investment Accounting knowledge
- Familiarity with various custody portals, eg Citi/BNY/BBH
- Knowledge of Blackrock Aladdin preferred
- Good knowledge of fixed income pricing/analytics
- Good knowledge of Alternative fund accounting
- Experience of working in a finance or investment function
- Good analytical background
- Experienced user of Microsoft Office, specifically Excel, and Bloomberg preferred
- Studying or intending to study towards an appropriate qualification such as ACA or ACCA

Skills

- Planning and implementation
- Communications
- Analysis
- Diligence and accuracy
- Interpersonal
- Decision making
- Information Technology

Confirmed as an accurate description of the function

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Role Holder

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Date

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Director

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Date