

Department / Channel & Centre of Operation	Department of Product	
Organization/ Functional Designation	Management Trainee	
Position Placement	Band	Designation
	1	Management Trainee
Reporting to	SAVP/VP	

JOB PURPOSE

- Support MF products by focusing on monitoring spreads, managing and developing relationships across the market and exchange community and also support sales efforts.
- Management of the day-to-day operations of MFs
- Market making & managing the product portfolio

KEY RESPONSIBILITY AREA

- Develop & maintain a broad knowledge & awareness of MF industry developments, competitors and trends, regulatory changes, and exchange rules that may impact UTI or trading of UTI MFs.
- Manage efforts surrounding product spreads & execution quality.
- Support operations for processing product transactions
- Facilitate the custom product transaction process with the portfolio managers and identify opportunities to improve the process.

QUALIFICATION & EXPERIENCE

1. Qualification

Minimum Qualification – Post Graduation, MBA (Marketing/ Finance)

2. Experience

a.	Overall Work Experience	Minimum 0-2 Years
b.	Detailed understanding & Knowledge of Mutual Fund Industry, Capital Market, UTI Products and its growth & profitability drivers.	
c.	Knowledge of Microsoft Office, particularly Excel.	
d.	Should be able to handle and analyze large data	