

Financial Advisor Job Description

We are seeking an advisor to manage all accounts worth \$500K or less.

Your Primary Duties and Responsibilities:

- Develop a thorough understanding of each client's financial situation in order to create and deliver a suitable strategy based upon Beirne Wealth's investment philosophy. Provide investment strategies to achieve client goals. Identify the appropriate risk tolerance, discuss appropriate savings or spending strategies and provide additional financial planning solutions as needed. Partner with Senior Advisors on more complex accounts. Provide both verbal and written plans to communicate the recommended strategies following department guidelines.
- Manage client portfolios on an ongoing basis and continue to build and retain your assigned client base. Serve as clients investing coach, conducting periodic review of portfolios and providing appropriate reports addressing clients' ongoing advisory needs.
- Provide one-time advice to clients as appropriate for the client situation.
- Demonstrate a mastery of Client Relationship Management (CRM) skills along with written and verbal communication skills to build and strengthen client relationships.
- Initiate and implement the agreed upon investment strategy; comply with Beirne Wealth's methodology and investment guideline; document and maintain organized client files which meet department compliance standards.
- Address each client's ongoing advisory and wealth management opportunities and provide semi-annual formal reviews of each client's financial situation. Provide ad-hoc client support as needed through verbal and written communication.
- Promote professional development by maintaining an in-depth understanding of financial planning, capital markets and the financial services industry. Stay abreast of significant changes or developments (e.g. taxation, regulatory, legal, competitive, technical) within the fields of investments and financial services.
- Maintain all required licenses and designations.
- Maintain an in-depth understanding of compliance, regulatory and departmental policies and procedures. This includes obtaining a thorough knowledge of the regulatory requirements for Beirne Wealth's anti-money laundering policies and procedures.
- Participates in special projects and performs other duties as assigned.

The Ideal Candidate Should Possess:

- Undergraduate degree or equivalent combination of training and experience.
- Certified Financial Planner designation required.
- FINRA Series 7, 65 and 63 licenses (or ability to obtain within 120 days of assuming position).
- Minimum of three years related financial planning and client relationship management experience.
- Exceptional client relationship management skills - both internal and external client facing.
- Excellent writing and verbal communication skills.
- Positive attitude with the ability to effectively manage change and adapt in a continual and rapidly changing environment.
- Ability to work independently and as a team member, balances multiple responsibilities simultaneously, and demonstrates exceptional time-management skills.

Benefits:

- Competitive salary with incentives based on firm client retention, revenue, client and profit growth
- Company subsidized health, dental and vision insurance
- 401k plan
- Educational reimbursement (continued education, conference attendance, etc.)
- Paid licensing dues
- Mentorship and Learning Opportunities

*Please include with all applications a Cover Letter and desired starting salary