



PR/097408 | Institutional Client Manager (VP / IP)

Job Information

Recruiter

JAC Recruitment Singapore

Job ID

1609968

Industry

Other (Consulting and Professional Services)

Job Type

Permanent Full-time

Location

Singapore

Salary

Negotiable, based on experience

Refreshed

September 1st, 2026 12:08

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Native

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

JOB SUMMARY

The individual will support senior account managers in the management and development of institutional client relationships across South Asia. In close partnership with senior account managers, portfolio managers, product strategists, and business leadership, the role will focus on delivering exceptional client service, including, but not limited to, coordinating client engagement activities, supporting strategic account planning, and contributing to business development opportunities across sovereign wealth funds, central banks, pension funds, insurers, and other institutional investors. The regional coverage of the South Asia Institutional Client Management team includes ASEAN, Central and South Asia markets.

REQUIREMENTS

- Support senior account manager(s) in the day-to-day coverage of institutional clients across the South Asia channel from front to back end, ensuring that all investment, marketing, operational, compliance and legal requirements are met and business is conducted in line with best practices.
- Contribute to and coordinate responses, in relation to RFPs, due diligence requests, onboarding activities and other client/prospect requests.

- Ensure timely and thorough execution across internal stakeholders, including portfolio management, product strategy, and investment specialist teams to address client requests and deliver thoughtful solutions.
- Lead the timely preparation of client briefing materials, investment/portfolio reviews, market updates, and meeting follow-ups.
- Assist senior account managers in the development and execution of account plans for strategic relationships.
- Support senior account managers in identifying opportunities for deeper engagement and asset growth with existing clients and prospects.
- Monitor and maintain detailed knowledge of client activity, general industry developments, and competitive trends with the ability to step in for the senior account manager as needed and appropriate.
- Serve as role model and contribute to the ongoing development of junior resources on the team

QUALIFICATIONS

- Strong analytical and project management capabilities.
- Excellent written and verbal communication skills.
- Ability to operate effectively in a highly collaborative and fast-paced environment.
- Strong understanding of fixed income and multi-asset investment solutions.
- Experience in institutional asset management, client management, consultant relations, investment strategy, or related financial services roles.
- Experience working with institutional investors in Asia is preferred.

We regret to inform that only shortlisted candidates will be notified.
We appreciate your understanding. Candidates requiring visa need not to apply.

EA: JAC Recruitment Pte. Ltd.
EA Licence: 90C3026
EA Personnel: R22109162
EA Personnel Name: Tan Wan Ting

#LI-JACSG

#countrysingapore

Notice: By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

Privacy Policy Link: <https://www.jac-recruitment.sg/privacy-policy>
Terms and Conditions Link: <https://www.jac-recruitment.sg/terms-of-use>

Company Description