Hemenway Trust Company LLC

Career Opportunities

Investment Research Advisor

Hemenway Trust Company, located in Salem, NH, is seeking an Investment Research Advisor to join a collaborative and friendly team of professionals that offer concierge level wealth and personal trust administration services to ultra-high net worth families.

Under general supervision of the Investment Officers, the Investment Research Advisor will help oversee the investment research capabilities of the firm and assist trustees and account managers in developing and maintaining investment portfolios encompassing a full range of asset classes; act as a resource for the trustees on investment matters; and assist the trustees in any way possible in carrying out their investment responsibilities.

Responsibilities:

- Assist in the research and oversight of core investment holdings of the firm. This consists of primarily US and non-US large cap stocks, high quality bonds, mutual funds, limited partnerships, etc.

- Oversee research of legacy positions and the transition of new client accounts at the firm.

- Provide detailed investment recommendations for accounts.

- Assist in the firm's annual investment review process of accounts to ensure they are managed in accordance to the Investment Policy Statements (IPS) and the firm's Policy and Procedures.

- Assist in the oversight of complementary strategies to the core investments. This will consist of outside asset managers, mutual funds and ETFs covering a range of asset classes including: United States equities, large and small capitalization, developed market equities, emerging market equities, fixed income, both municipal and corporate, alternative assets including hedge funds, private equity, venture capital, real estate and commodities.

Qualifications:

- Eight to ten years' experience analyzing individual stocks, specifically large cap US equity, with a solid understanding of portfolio construction.

- Direct experience and comfort with PM/Order entry systems, financial systems and tools for analysis (FactSet, Bloomberg, Morningstar, etc.).

- CFA Charter and/or MBA preferred.

- Prior experience conducting due diligence on complementary strategies to the core investments. This will consist of outside asset managers, mutual funds and ETFs covering a range of asset classes including: United States equities, large and small capitalization, developed market equities, emerging market equities, fixed income, both municipal and corporate, alternative assets including hedge funds, private equity, venture capital, real estate and commodities.

- Demonstrated ability to work successfully as part of a team, contributing to team's effectiveness through investment performance, client understanding and results.

- Broad knowledge of the wealth management industry, including trust and estate administration, investment management, tax services and operations.

About Hemenway Trust Company LLC

Hemenway Trust Company (HTC) is a limited liability trust company chartered in New Hampshire as a non-depository trust company and regulated by the New Hampshire Banking Department. As a private trust company, HTC provides a full range of wealth advisory and management services to families and individuals of means.

To Apply:

If you possess the skills and credentials we are looking for, please submit your resume and cover letter, in strict confidence, for consideration, to hrhtc@hemtrust.com.