

FUTUREGROWTH

/ ASSET MANAGEMENT

FUTUREGROWTH ASSET MANAGEMENT IS RECRUITING!

We have an exciting opportunity available for a GAP: Business Development in our Business Development team.

Futuregrowth is committed to transformation. A strong preference will be given to suitably qualified previously disadvantaged candidates.

GAP: Business Development

Are you passionate about investments and client engagement within fiduciary asset management? This role supports the Business Development team through client communication, problem-solving and coordination, while developing a strong foundation in structured thinking and professional service delivery.

Who is Futuregrowth?

Futuregrowth has been South Africa's leading developmental, responsible and fixed-income investor for over 25 years. We manage a range of fixed interest and development funds and play a key leadership role in the South African asset management industry. We are committed to investing our clients' funds in a responsible manner, with the interests of our clients always coming first.

Purpose of the position

The purpose of this role is to support the Business Development function in delivering a consistently high-quality client experience. As part of the Graduate Accelerate Programme, the role provides structured exposure to client engagement, communication and coordination within an investment management environment, while building foundational knowledge of Futuregrowth's products, clients and service standards.

Key responsibilities of the position

The successful candidate will fulfil the following primary functions:

Business Development Support

- Supporting the Business Development function by building an understanding of industry trends, regulatory developments, internal processes, and Futuregrowth's investment offering and client base;
- Providing administrative and coordination support to the Business Development team;
- Assisting with Business Development projects and strategic initiatives, including basic market and competitor research under guidance;
- Preparing and quality-checking client-facing communication and materials;

- Engaging professionally with clients and internal stakeholders; and
- Maintaining accurate records, data, and document management in line with internal requirements.

Business Development Operations

- Supporting end-to-end tender coordination, including monitoring opportunities, maintaining tender trackers, and compiling and reviewing documentation for timely, compliant submissions;
- Contributing to post-tender reviews and learnings;
- Assisting with due diligence processes by preparing, reviewing, and maintaining documentation for new and existing clients;
- Supporting the documentation and consistent application of Business Development processes; and
- Participating in training and contributing to continuous process improvement initiatives.

Qualifications

- An undergraduate degree in Finance, Economics, Investment Management or a related investment discipline.
- A postgraduate qualification in a finance -related field would be advantageous.

Knowledge and experience required

- Strong attention to detail and the ability to work accurately and systematically.
- Clear, professional verbal and written communication skills.
- Sound ethical judgement and professional conduct.
- Confidence in engaging with clients, with the judgement to escalate or seek guidance where required.
- Exposure to a client-facing or service-oriented environment (part-time or vacation work) would be advantageous.
- Key behaviours and competencies:

Key competencies and behaviours

- Driven
- Client-focused
- Curious
- Detail-oriented
- Structured thinker
- Adaptable
- Professional and accountable

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Recruitment process and closing dates

Selected candidates will need to attend a series of competency-based interviews/ activities and a psychometric assessment.

Application Link

[Click here to apply](https://bit.ly/4nkAuoy) (<https://bit.ly/4nkAuoy>)