

AMBITIOUS? BRIGHT? RIGHT.

GAM is one of the world's leading independent, pure-play asset managers. We provide differentiated active investment solutions and products for institutions, financial intermediaries and private investors. Our core investment business is complemented by private labelling services, which include fund administration and other support services to third-party institutions. Together we share a common set of values rooted in teamwork, integrity, entrepreneurial flair and professional excellence.

Our employees are our most valuable asset. Being able to offer an attractive work environment where talented minds from various backgrounds are keen to work is key to the long-term success of our company. We firmly believe in the importance of maintaining the open culture of a small company, aiming to avoid bureaucracy and encouraging a flexible, accessible and hands-on working style across the Group. In turn, our people reward us with their loyalty.

Trainee - Legal

Function:

Legal

Department:

Legal

Location:

London or Cambridge

Purpose

Sitting within the UK Legal team the role will cover a variety of paralegal, legal administration and legal tech responsibilities.

Trainee Programme Overview

The Investment2020 Trainee Programme at GAM is aimed at both school/college leavers as well as graduates. The purpose is to enable individuals with limited or no exposure to financial services to start their careers in the investment management industry and gain the skills and experience required to progress their careers within the industry.

This Investment2020 Trainee Scheme at GAM will be for a fixed term of 12 months and the salary will be £20,000 per annum. Trainees will also receive a bonus of £2,000 on starting with GAM to assist with expenses, travel etc. Trainees will also be eligible for a number of Company benefits, some of which are listed below, in addition to having the opportunity to get involved with the Sports and Social Club activities.

Main Duties & Responsibilities

- Assisting with the drafting, review and analysis of basic legal documentation relating to GAM's UK institutional (based in London and Cambridge) and private client asset management businesses.
- Assisting with projects to align document storage solutions across the Global Legal team.
- Assisting with projects to automate certain legal risk and monitoring processes.
- Assisting with the recording of fee estimates and corresponding invoices for external legal advice obtained by the UK Legal team.
- Assisting with the maintenance of legal records required to be reported to the boards of GAM's UK group companies.

Personal Attributes

- Flexible, pro-active, motivated approach.
- Strong team player with an ability to use initiative.
- Excellent organisational skills and ability to manage expectations.
- Attention to detail.
- Computer literate
- Strong interpersonal and communication (oral and written) skills.

Benefits

GAM offers a comprehensive range of benefits and performance-based compensation, along with a variety of lifestyle and family benefits to promote well-being in and out of the workplace. These benefits vary according to local market conditions. Please contact the local Human Resources team for further details.

Location:

London or Cambridge

Employing Company:

GAM (UK) Limited

Reporting to:

Bridget Saunders

General Counsel UK

Contract:

Fixed Term Contract

(12 Months)

SMCR*:

- Is this a 'Senior Manager' position? NO
- If yes, what is/are the Senior Management Function(s)?
- What are the Prescribed Responsibilities?
- Is this a 'Certified Person' position? NO
- Under which criterion(a)? (list of 8 criteria)

MiFID (UK only)

- Advice giver NO
 - Information provider NO
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*** relevant for any people regardless of location who
interact with UK clients**

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