



Relationship Manager

RESPONSIBILITIES

Maintain communication between the custodian and the client;
Process requests for account openings, fund transfers, RRSP/TFSA contributions, etc.;
Ensure the processing and follow-up of client files;
Meet with current and potential clients.

REQUIRED QUALITIES

Attention to detail and rigor;
Versatility, autonomy, and resourcefulness;
Excellent planning and organizational skills;
Strong ability to work within a small team;
Solid customer service skills;
Long-term vision.

REQUIREMENTS

In-depth knowledge of Office applications;
Excellent oral and written communication skills;
Bilingualism essential (French and English);
Bachelor's degree in Business Administration;
CIM designation (an asset).

APPLICATION

The permanent, full-time position is located at our Saint-Bruno or Quebec offices. Interested candidates should send their application by email to the following address:

cote100@cote100.com

COTE 100 Inc. offers competitive compensation and a comprehensive benefits package. Only selected candidates will be contacted. COTE 100 Inc. is committed to employment equity and invites all qualified candidates to apply.

ABOUT US

COTE 100 is an independent discretionary portfolio management firm specializing in private wealth management for individuals. Founded in 1988 by Guy Le Blanc, COTE 100 adheres to a long-term investment philosophy based on rigorous security selection. Research revolves around three major themes: financial health, performance, and stock valuation, guided by a proprietary quantitative system called the COTE 100 System. The company also distributes to subscribers the COTE 100 Financial Letter, a monthly newsletter published since 1988 that offers market reviews, a portfolio of stocks based on the COTE 100 System, and recommendations.

As of December 31, 2024, assets under management amounted to nearly \$3.5 billion, primarily through private management mandates involving Canadian and U.S. equities. For more information, visit www.cote100.com.