



Senior Manager, Investor Relations

The Senior Manager, Investor Relations will work in close collaboration with the Senior Vice President – Investor Relations in planning the activities related to the firm’s fundraising and client servicing efforts.

PRIMARY RESPONSIBILITIES

- Support the Senior Vice-President – Investor Relations in planning the activities related to the Investor Relations strategies (market analysis and communication strategies);
- Complete the requests for proposal y/ potential investors’ public tenders;
- Maintain a due diligence questionnaire template;
- Establish, update and create new content for the quarterly information documents (reports, presentations, general and annual meeting documentation, etc.);
- Prepare and update different corporate presentations and other documents;
- Prepare the press releases;
- Develop and maintain the website;
- Contribute to the organization and coordination of activities related to investor relations and fund raising (travels, conferences, due diligence sessions, etc.);
- Participate in different meetings with our investors or other potential investors;
- Coordinate meetings and communicate with private placement subscription agents and consultants.

PROFESSIONAL REQUIREMENTS

- Hold a Bachelor's degree in Business Administration, Communication or any other relevant training or education;
- Have five to eight (5-8) years of experience in a similar position (investment firm, pension fund or consulting firm).

KNOWLEDGE & SKILLS

- Excellent communication skills and high-level bilingualism (French / English);
- Excellent skills at writing financial and technical reports, presentations, etc.;
- Great analytical capability;
- Highest levels of rigor, excellent organizing skills and ability to meet deadlines;
- Proactivity, ability to work independently or as a member of a team;
- Excellent management of priorities;
- Excellent knowledge of computer tools, including the Microsoft Office Suite (Word, Excel, Powerpoint and Outlook);
- Availability to travel, as this position requires frequent travels across Canada and abroad.

Created in 2008, Axiom Infrastructure is an independent employee-owned fund manager dedicated to investing in the infrastructure sector. With over 80 employees, the firm benefits from the extensive infrastructure backgrounds of its team of professionals who have gained, over their career, significant experience acquiring, developing, financing, operating, and managing infrastructure assets. Axiom’s investment strategy focuses on core infrastructure assets with an active approach to operations and asset management and integration of strong environmental, social and governance (‘ESG’) principles. Over the years, the firm has built a diversified portfolio of over 170 assets and today has over \$8 billion of assets under management.

Axiom Infrastructure offers a dynamic, respectful, and collaborative work environment in its three offices located in the core of the financial districts of Montreal, Toronto, New York and soon London. The firm also strongly believes in upholding ESG principles and is focused on providing employees a sustainability-oriented workplace. A full benefit package is offered to permanent employees: insurance, pension plan, flexible hours, remote work (2 days a week), reimbursement of monthly public transportation passes, physical activity program and much more!

To submit your application, you can visit our Career page on our website: [Careers – Axiom Infrastructure](#) or send an email to cv@axiuminfra.com.

If you are selected for an interview, we will contact you within 2 weeks of your application.