

Fifth Third Bank

Position Description

TITLE:	Associate Portfolio Manager	JOB CODE:	11-190
MANAGER:	Senior Portfolio Manager	EEOC:	20-21
DIVISION:	Investment Advisors	FLSA STATUS:	EXEMPT
DEPARTMENT:	Investments	DATE:	January 2006

GENERAL FUNCTION: Assists more senior Portfolio Managers in handling money management activities and client service for a group of clients and/or acting within established investment policy guidelines, uses funds and models to execute investment programs designed to achieve the objectives of small client accounts.

DUTIES AND RESPONSIBILITIES:

- Assists more senior portfolio managers in the development of satisfied clients and new sources of asset management revenue through frequent contact.
- Prepare sales and investment review materials for use in client presentations.
- Assist more senior Portfolio Managers with larger, more complex relationships.
- Provide research and analysis on client portfolios using complex data services (Bloomberg, Baseline, Morningstar, etc.)
- Under the direction of the Senior PM, execute investment programs utilizing models and mutual funds to accomplish account objectives.
- Follow established investment policies and procedures including annual account reviews and working to minimize and/or document exceptions.

SUPERVISORY RESPONSIBILITIES: None

KNOWLEDGE & SKILLS REQUIRED:

Bachelor's Degree preferred, but equivalent experience considered. 1-4 years of investment experience with Bachelor's degree, 0-2 years of investment experience with an MBA or CFA.

WORKING CONDITIONS:

1. Normal office environment with little exposure to dust, noise, temperature and the like.
2. Extended viewing of CRT screen.

APPROVALS:

Manager Signature _____ Date _____

Human Resources Signature _____ Date _____

All the above duties and responsibilities are essential job functions for which reasonable accommodation will be made. All job requirements listed indicate the minimum level of knowledge, skills and/or ability deemed necessary to perform the job proficiently. This position description is not to be construed as an exhaustive statement of duties, responsibilities or requirements. Employees may be required to perform any other job-related instructions as requested by their supervisor, subject to reasonable accommodation.