

# ANIMO ASSOCIATES MAURITIUS LIMITED (“ANIMO Mauritius”) is hiring an Associate Executive – Corporate Services

ANIMO Mauritius is a licensed Management Company in Mauritius involved in the setting up and administration of various structures (Corporate | Trust | Fund | Foundation | Limited Partnerships | Investment Adviser | Investment Dealer | PCC | CEF | CIS | Single/Multiple Family Office | Freeport | Bank Account Opening | Live and Work in Mauritius | Bookkeeping/Accountancy services | and others) in Mauritius and other jurisdictions. Our group, an international Corporate Service Provider, is headquartered in the UK and present in MAURITIUS, IRELAND, CYPRUS, DUBAI.

Situated at - 8th Floor, The Core, 62 ICT Avenue, Cybercity, Ebene 72201, Mauritius T: +230 489 9090

Duties are as follows:

- Assist Executives and Senior Executives to manage a portfolio of clients
- Conduct all relevant administrative and secretarial work

We are currently looking for degree holders in Finance, Management, Law, Banking, International Business,

Duration: Full time

Experience: (Optional) not required.

Remuneration: Remunerated as per minimum salary.

Working Days/ Time: Monday to Friday- 8:30 to 5pm

Send your CV/ Motivation Letter on: [infomauritius@animoassociates.com](mailto:infomauritius@animoassociates.com)

By: 15<sup>th</sup> November 2024

Learn more on our company: <https://animoassociates.com/mauritius-office/>