

Job Description: Investor Relations Manager

Position Summary:

The Investor Relations Manager serves as the primary point of contact between the Company and its current and prospective shareholders, analysts, and other stakeholders. This role involves managing communication strategies to ensure transparent, accurate, and timely dissemination of financial and operational information, strengthening investor confidence, and aligning with regulatory requirements for company.

Key Responsibilities:

- 1. Stakeholder Communication:**
 - Develop and maintain relationships with institutional and retail investors, analysts, and financial media.
 - Organize investor conferences, roadshows, earnings calls, and annual general meetings (AGMs).
 - 2. Financial Reporting and Analysis:**
 - Prepare and distribute quarterly and annual financial reports, earnings releases, and presentations.
 - Collaborate with Finance, Compliance, Board Secretary and Legal teams to ensure accurate and compliant disclosures.
 - 3. Market Intelligence:**
 - Monitor market trends, competitor performance, and analyst reports to provide strategic insights to the executive team on the Company as well as its public listed subsidiaries and associates.
 - Conduct shareholder analysis and identify potential investor targets.
 - 4. Regulatory Compliance:**
 - Ensure adherence to ADX stock exchange regulations and disclosure requirements.
 - Manage public disclosures, including press releases in collaboration with Communications department, filings, and updates.
 - 5. Reputation Management:**
 - Support the Communications team to Develop and implement communication strategies to enhance the company's image and reputation in the financial markets.
 - 6. Content Creation:**
 - Create investor communication materials, such as fact sheets, FAQs, and presentations, tailored for diverse audiences.
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Objectives for the Role

- 1. Enhance Investor Confidence:**

Build and maintain transparent, consistent, and compelling communication to strengthen investor trust.
- 2. Increase Analyst Coverage:**

Work with analysts at brokerage and investment banks to increase coverage of the Company and the number of analyst ratings on the group.

3. **Maximize Shareholder Value:**
Drive strategies to improve market perceptions, share price stability, and attract long-term investors.
 4. **Ensure Compliance and Transparency:**
Maintain full adherence to disclosure regulations and governance standards.
 5. **Provide Strategic Insights:**
Deliver actionable market intelligence and shareholder feedback to the executive team for strategic decision-making.
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Qualifications:

1. **Education:**
 - Bachelor's degree in finance, Business Administration, Economics, Accounting, or a related field.
 - MBA or a master's degree in finance or Investor Relations (is a plus).
 2. **Certifications:**
 - Chartered Financial Analyst (CFA) or equivalent professional certification (preferred).
 - Certification in Investor Relations (e.g., Certified Investor Relations Professional - CIRP) is a plus.
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Skills:

1. **Financial Acumen:**
 - Strong understanding of financial statements, valuation methods, and capital markets.
 - Ability to interpret and present complex financial data clearly to diverse audiences.
2. **Communication and Presentation:**
 - Exceptional verbal and written communication skills, with the ability to tailor messages for analysts, institutional investors, and retail shareholders.
 - Expertise in public speaking, especially for earnings calls and investor conferences.
 - Arabic is a plus.
3. **Strategic Thinking:**
 - Ability to align investor relations strategies with the company's long-term goals.
 - Forward-thinking approach to anticipate market reactions and investor needs.
4. **Relationship Management:**

- Proven ability to build and maintain relationships with institutional investors, analysts, and other stakeholders.
 - High level of emotional intelligence (EQ) and negotiation skills.
- 5. Market Intelligence and Research:**
- Proficiency in gathering and analysing market data, including competitor performance and macroeconomic trends.
 - Insight into shareholder demographics and behaviour.
- 6. Compliance and Regulation:**
- Strong knowledge of regulatory requirements for public-listed companies, including disclosure rules and corporate governance standards.
 - Familiarity with ADX stock exchange policies and best practices.
- 7. Technical Proficiency:**
- Proficiency in financial modelling and analysis tools, such as Microsoft Excel and Bloomberg Terminal.
 - Experience with investor relations management platforms (e.g., Euroland etc).
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Experience:

- 1. Investor Relations:**
- 7+ years of experience in investor relations, financial analysis, or related roles in public-listed companies, investment banks, or financial services.
- 2. Capital Markets Exposure:**
- In-depth knowledge of equity markets, investor behaviours, and trading practices.
 - Experience managing shareholder relations during periods of significant market activity (e.g., IPOs, M&As, or financial crises).
- 3. Reporting and Compliance:**
- Proven track record of preparing accurate and timely financial reports, earnings presentations, and regulatory disclosures.
- 4. Stakeholder Engagement:**
- Demonstrated success in organizing investor meetings, roadshows, and AGMs.
- 5. Industry Expertise:**
- Experience in an investment holding company or related sectors is advantageous, with familiarity in diverse portfolio structures.