





## Head of portfolio management

### Proficiency level

-  New Gen AI skills
-  Transferrable skills at the same proficiency level
-  New skills
-  Transferrable skills at a higher proficiency level<sup>1</sup>

<b>Skills Framework track</b>	Product solutioning and management	<b>Job function</b>	Customer operations	<b>Job family</b>	Portfolio management
<b>Sub-sectors</b>	Private banking and wealth management, asset management	<b>Expected augmentation by Gen AI</b>	<b>Do more:</b> Gen AI can automate and standardize client reporting, enhance portfolio analysis for better client guidance, and generate high-quality product factsheets. Gen AI tools can also assist in generating client presentation materials, and refine the articulation of investment strategies to improve overall portfolio management and client communication standards		

### Key tasks that can benefit from Gen AI

Critical work functions	Key tasks
Present information to relevant stakeholders	Define the organization's guidelines for client reporting
	Lead best practices for maintenance of deep portfolio understanding to provide enhanced client guidance
	Oversee content and quality standards of product factsheets that are distributed to clients
	Formulate the organization's client presentation strategies for team members to adhere to
	Anticipate client needs and concerns prior to onboarding to provide the necessary level of information to ensure client confidence in the organization
Execute strategic decisions and evaluate performance	Define the organization's criteria for portfolio strategies to manage financial and/or operational performance
	Define the organization's investment strategies and articulate them to team members for execution
Manage client relationships	Define frameworks and guidelines for team members to adhere to when managing client interactions
	Establish organizational standards for investor communications

### New Gen AI skills

Gen AI strategy	5	Gen AI innovation, R&D, and innovation management	5	Prompt design	3
Leading Gen AI-enabled transformations	5	Ethical frameworks for Gen AI	5	Gen AI principles and applications	3
Gen AI data governance	5	Regulatory, legal, and risk management compliance in AI and Gen AI	5		

1. Transferrable skills with an increase in one level of proficiency is considered easier to acquire than transferable skills with multiple levels of increase in proficiency, followed by net new additional skills. Depending on job redesign for the financial institution, the financial institution will have to pick select skills to reskill employees on, via a combination of on-the-job training and existing courses.

Source: SkillsFuture Skills Framework