

5755

FARMERS FINANCIAL SERVICES (FFS) PRINCIPAL – AGOURA HILLS, CA

Reviews less complex FFS new account applications and transactions to assess compliance with FFS policies and regulations.

DUTIES:

Determine if the proper FS and sponsor forms were submitted in accordance with FS policy.

Analyzes less complex new account and first transaction paperwork to determine if the account and transaction are suitable for the client based upon factors such as the client's income, net worth, objectives, risk tolerance, etc. Less complex transactions are those involving less than \$500,000 of investment in a transaction.

Determine whether transactions entail compliance violations including (but not limited to): inappropriate churning, mutual fund switches, below breakpoint sales, rollovers/replacements and qualified account sales.

Ensure payments for security transactions are in accordance to policy (i.e. firm cannot have custody of funds, no Agency checks, proper payees, etc.)

Make the final determination for FS regarding whether or not the account and security transaction will be accepted by FS; sign New Account Form as the registered principal.

Forward sponsor forms to applicable sponsor and ensure proper and timely receipt.

Enter the New Account and transaction into the FS system of record to facilitate commission payments and reporting.

Follow-up with Agents and District Managers on deficient paperwork and suitability concerns, which may include phone calls, returning the business to agents, generating letters to agents etc.; review various management and exception reports to help ensure timely receipt of account documentation.

Analyze and resolve issues noted on FS exception reports.

REQUIREMENTS:

4 year college degree.

Must have completed or will complete within 60 days of hire NASD Series 6, 26, 51 and 63 registrations.

Other qualifying examinations may also include NASD Series 7 instead of the Series 6, NASD Series 24 instead of the Series 26, Series 53 instead of Series 51, and the Series 66 instead of the Series 63.

****Please be advised that is a limited broker-dealer as such only the S63 portion of the S66 will be registered.**

Prefer experience in the Life Insurance and/or Securities Industry OR experience with a Securities Regulatory Agency.

Use of Microsoft Office products, 10 key and typing.

SEND RESUME AS AN MS WORD ATTACHMENT TO diane@dmstone.com