

# CAPELLA Management Services

## Head Hunting / Executive Search for Financial Services

CAPELLA Management Services AG  
Executive Search for Financial Services

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# Our Services

- CAPELLA Management Services AG concentrates on executive search, pre-selection and attracting of highly qualified experts, line managers & MDs in financial services / banking and finance.
- We focus upon banking / financial services and on professionally managed activities in the commercial sector of finance, asset & risk management.
- We find personalities with professional and social qualifications to enforce competitiveness and business success in a high performance team for our clients. These personalities distinguish themselves by their high motivation for new challenges, achievement of objectives and sustainability.
- CAPELLA Management Services acts as an individual, independent, flexible and owner-driven Management Services Boutique. The needs of our clients and our top-qualified candidates are forming the firm's orientation. That's one of the reasons why your competent partner, Dr. Max Bigler, leads the HR consulting and recruiting process himself from A to Z, and is continuously engaged with the clients' and candidates' concerns.
- CAPELLA is approved and supervised by the authorities in Switzerland and in the Principality of Liechtenstein (SECO, AWA, Amt für Volkswirtschaft / FL).

# Our Positioning

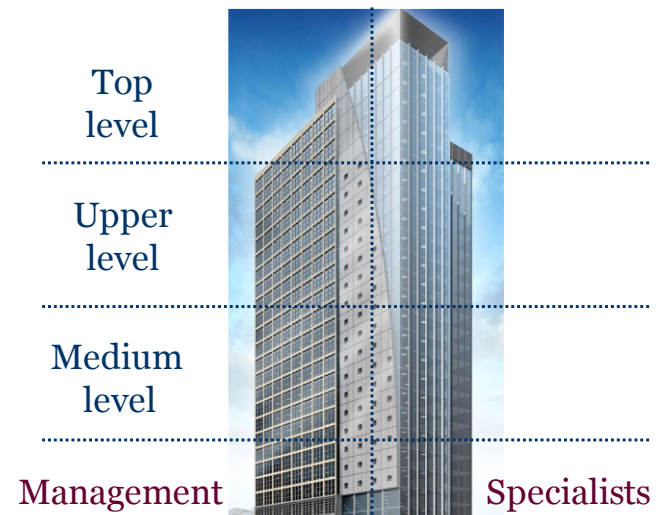
To find the most appropriate persons, to persuade them in favour of our clients and to enhance their valuable integration is part of our major skills.

Our systemic approach focuses on search, selection and support of

- executives of top, upper and medium management level (particular executives and heads / line managers)
- qualified, valuable specialists from management level

We search by

- directly contacting people (direct search) using our wide-spread personal network
- advertising (print and electronic media)
- further instruments and techniques, if needed



# Areas of Expertise

Dr. Max Bigler has expert skills and relevant experience in management, human resources and project work, especially in financial services as well in related business and management context. Consequently, the focus on search strategy and consulting services can be fixed very precisely.

## Areas of Expertise:

- **Banking**  
Wealth & Asset Management, Sales, Alternative Investments, Structured Products, Funding / Financing, Capital Markets, Corporate Finance / M&A, Trading, Retail Banking, Wholesale Banking, Operations, IT, Risk Management etc.
- **Professional Financial Services Providers**  
Family Offices, EAM / EVV, Product Management, Fund Management, Alternative Investments, Fiduciary Services, Pension Schemes & Retirement Plans
- **Professional Activities requiring Superior Qualification or Skills**  
Finance / Controlling, Risk Management, Compliance, Operations, IT, Human Resources, Business Support, Infrastructure and Real Estate Management
- **Sales / Distribution, Financial Management (incl. ALM / Treasury) and Consulting Services (i.e. tax / legal / trustee advisory)**
- **Insurance**  
Asset & Risk Management, Underwriting, Claims Management, Distribution etc.

# Examples of Vacant Positions

We would be glad to support you fill one of the following vacancies in a sustainable way:

- Senior Private Banker (AuM > CHF 250m / > 500m / > 750m)
- Head Private Banking (.. Middle East / .. Eastern Europe, .. Latin America)
- Head Corporate Development / Head Institutional Clients EMEA
- Head Wealth Management Solutions / Head Investment Services
- Head of Product Structuring Alternative Investments
- Head of Funds / .. Sales - Head Institutional Clients Europe Wholesale
- Head of Bespoke Lending / .. Credit Office, .. Credit Risk Modelling
- Head Corporate Clients Eastern Switzerland / Head of SME Zürcher Oberland
- Head Family Office ( One-Client .. / Multi-Client .. )
- Chief Fixed Income Strategist / Quantitative Portfolio Construction Professional
- Head of Islamic Funds / Head of Private Label Funds
- Head of Credit Processing / .. Securities Processing
- CFO / Head of Finance / Head of Treasury / Head of ALM Strategic Advisory
- COO / Head of Operations / Chief of Staff Private Banking
- CTO / Head IT (e.g. PhD, focusing on trading technology) / Head of Data Warehousing
- Head Legal Services / Head Internal Audit / Head Corporate Communications

# Why we are Worth for Cooperation (WIN-WIN) (1/2)

Our clients appreciate our services, because ..

From clients' view:

- Multichannel market address - Complex vacancy profile
- Protection of anonymity
- Speedy and safe staffing
  - Lack of capacity (time pressure / tight deadlines)
  - Lack of knowledge (business and / or specialist know-how)
  - Unsatisfactory network of candidates and / or missing search experience
- Desire to fill the vacancy in the most efficient, well-aimed and suiting way
- Desire to decide in an objective and professionally independent way - second opinion
- Need of HR consulting or further HR services (assessments etc.)



From CAPELLA's views:

- From one source, with your personal contact
- Flexible in specification of the assignment (e.g. exclusive search by CAPELLA)
- Flexible fee models
- Guarantee for non-sustainable job placement
- Owner-driven ( Small, but surely most committed )

# Why we are Worth for Cooperation (WIN-WIN) (2/2)

CAPELLA distinguishes itself from our appreciated competitors by:

- Specializing in one sector - regional orientation - focus on experts, executives and heads
- Major skills in searching, selecting and attracting high-performance employees
- Wide-spread personal network, access to leading line managers, seniority and effective up-to-date data records which were favoured by the owner's personal career
- High expert skills and vast experience in management, sales and senior project work due to personal background (which will favour better selection)
- Personnel placement based on success, as part of our product range, given
  - signing the agreement contract
  - granted exclusivity for a defined period of time and no further external search
  - available for high value-added positions only
  - non-recurring lump-sum (which may include job advertisements in leading print media)
- Different and flexible fee models (with or without success-linked fee)
- Guarantee: we will care for a substitute or usually pay back a part of the success-linked fee
- Tailored, high-priority services
- Head-hunting company directed by the owner ( small, but surely most committed )

# Forms of Cooperations - Flexible Arrangements

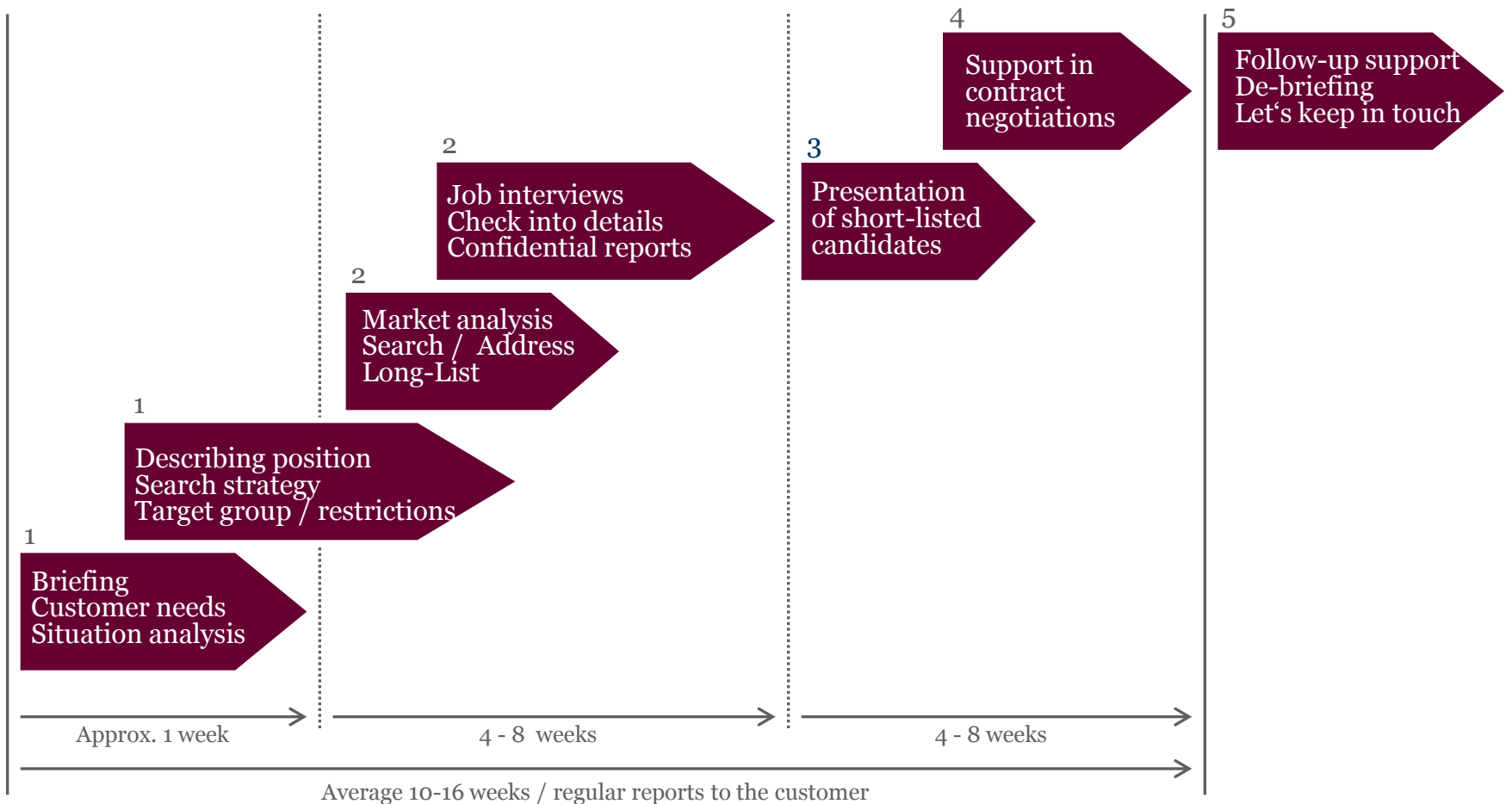
Our core business lies in the adapted, targeted search and selection of qualified specialists and management executives (line managers, until C level), focusing on Banking and Financial Services.

We offer

- Head Hunting/ Executive Search by direct contact on an assignment basis  
Extensive research and selective, direct address of personalities meeting defined skills as profiled in the mandate. You benefit from our extensive personal connections.
- Search by job advertisements on an assignment basis  
Advertising in relevant print or online media along with search in data records and / or direct direct search.
- Collaboration on terms of success  
Well-aimed procuration of highly qualified specialists from executive level, based on a specified profile and contract.

P.S. Depending on the kind of commitment, we offer different fee models - WIN / WIN

# Executive Search Process in 5 Phases



# General Terms on Fees - Example: Exec. Search Mandate

- We strive for a long-term business relationship with our clients, based on mutual confidence. Therefore we recommend an executive search mandate.
- Our fees are intelligible and previously calculated. We offer flat fee and success-linked fee models:
  - Model 1: Base and consultancy fee plus success-linked fee
  - Model 2: Fixed fee or time-based fee (no success-linked fee)
- The base and consultancy fee pays the kind, scope and complexity of the task, the international frame, search procedure and the reporting requirements. The fee is payable in three equal instalments.
- The success-linked fee is calculated by a percentage of the estimated gross annual income. It is payable on the date of the new employees' signing the contract.
- The fixed fee largely results from the estimated search and selection expenses on a full cost base. It is payable in three equal instalments.
- All fees do not include VAT (MwSt). Moreover, project-related costs of third parties and expenses are invoiced separately.
- Guarantee - In case of termination of the new employee's contract within the first three months of employment, CAPELLA will care for a substitute or usually pay back a part of the success-linked fee.

# Our Basic Values as part of our Corporate Success

CAPELLA Management Services recognizes the operational and strategic significance of any job placement. We provide the security you need for your personnel decisions. The outranking quality of our services grows out of basic values that are reflected in the performance with our clients and candidates.

Basic values:

- Committed to excellence - We stick to the job until it leads to success
- Specialist know-how and relevant experience - We do know our customer's business and requirements for future employees.
- We always endeavour personal and sustainable advice to our clients.
- Our striving for quality adds to the guarantees that make our services valuable.
- Comprehensible transparency
- Strict confidentiality is our commitment
- Solid business behaviour and best practice are going without saying.
- Flexibility in order to suit your needs of assignment, fee specifications or work schedule

# CAPELLA - Your Strategic Partner

- Offering overall services - holistic advice, recruitment and tailored support
- Individually suited recruitment due to extensive research and a wide range of relevant candidates
- One personal contact - from A to Z
- We stick to the job until it leads to success - personal advice and individual HR project management by the owner.
- Long-term experience in qualifying management, executive and leading positions in financial services and within an international & inter-cultural context.
- Complementary independent HR services, appraisals of aptitude etc.
- Safe quality by guarantee for non-sustainable placement
- Licensed Swiss management consultant for human resources, with extensive regional / national and international contacts.
- Strict confidentiality, quality, flexibility, transparency, fairness and solidity - they are going without saying.



Thank you for your confidence

# Dr. Max Bigler - Your trusted, skilled and well networked HR Management Consultant



- Economics & Finance studies - Dr. oec HSG / Ph.D
- More than 25 years of experience in banking and financial services (national & int'l. line and business management, also in a multi-cultural context)
- Managing director of a Swiss full service bank as well as of a renowned Swiss private bank
- Division & department manager (private banking, asset mgt., trading, sales, product structuring, alternative investments, risk mgt. / ALM, re-funding, M&A / IPO, project mgt., business strategy, quantitative & strategic portfolio advisory (UHNWI / inst. clients ) and investment research
- Comprehensive experience in human resources - responsible for personnel management of many years covering i.e. MbO, performance appraisals, assessments, coaching, change, out- / new-placements, recruiting, compensation)
- Since 2010 partner for financial services, executives and specialists focusing on search & selection - moreover, managing director of CAPELLA Management Services AG.