



Position Description

Title: Investment Associate
Department: Quantitative Investing
Immediate Supervisor: Vice President – Quantitative Investing

OVERVIEW:

Vestcor has an opening for an Investment Associate within the Quantitative Investing (“Quant”) team. This is a one-year term position, extendible for an additional year.

This is an opportunity for an individual contemplating a career in Investment Management to be exposed to the activities related to quantitative portfolio management and investment research.

CORE ACCOUNTABILITY:

The successful candidate will work with and be accountable for providing support to the Quant team through the calculation and reporting of selected data, basic financial modeling, and administrative support and reporting for several investment portfolios.

MAJOR RESPONSIBILITIES:

1. Track and analyze the team’s investment performance relative to appropriate benchmarks and investment objectives and provide administrative support and reporting on portfolios and positions to other team members.
2. Maintain updated data on portfolio positions.
3. Assist in the management and analysis of large amounts of proprietary data for use in the investment decision making process.
4. Perform basic quantitative analyses of financial markets and portfolio positions to assist in evaluating strategies and trades.
5. Assist in the preparation of key presentations for portfolios managers and Board of Director meetings.
6. Performs other tasks as required to support the team.

COMPETENCY PROFILE:

1. Undergraduate or graduate degree in Economics, or Finance. Graduates of programs in Data Science, Actuarial Science, or another quantitative discipline with a demonstrated interest in capital markets and investing.
2. Experience with a programming language or numerical/statistical analysis language such as R, Python or Matlab; knowledge of SQL a plus.
3. Currently enrolled in, or willingness to enroll in the CFA program.
4. Excellent verbal and written communication skills in the English language.
5. Strong work ethic, focus, drive, and energy, with excellent attention to detail.
6. Ability to work independently and in a team based environment

Interested applicants should forward their cover letter and resume by **May 15th, 2019** to:

Manager Human Resources
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Or via e-mail to: careers@vestcor.org