March 2019 Job Bulletin

Summary

These employers have shared the following job opportunities with our membership. Please refer to full job descriptions on the following pages. Please reference WIIIN when replying to these postings, and best of luck to you in your job search!

March 2019 Job Bulletin

March 2019 Job Bulletin

Wilshire Associates Inc.	Senior Analyst	Pittsburgh, PA	91
Wilshire Associates Inc.	Information Technology & Data Analytics – Analyst/Associate (DOE)	Santa Monica, CA	93
Wilshire Associates Inc.	Investment Summer Analyst	Santa Monica, CA	95

March 2019 Job Bulletin

The Eli and Edythe Broad Foundation **Finance Assistant** **Century City, CA**

Background:
Family Office Financial Services, LLC provides finance, accounting, human resources, technology, communications, executive administration and additional support to the Broad family, The Broad, The Eli and Edythe Broad Foundation, The Broad Center, The Broad Art Foundation, and Family Office Investment Services.

The Eli and Edythe Broad Foundation was established by philanthropists Eli and Edythe Broad to advance entrepreneurship for the public good in education, science and the arts. The Broad Center develops leaders to transform America's urban public school systems. The Broad Art Foundation is a lending library of the over 2,000 works of contemporary art in the Broad collections. The Broad is a contemporary art museum in downtown Los Angeles. Family Office Investment Services oversees the endowment of the foundations.

Job Description:
The Finance Assistant will support the accounting and investment teams with the administrative functions related to accounting, investment, tracking and oversight of the family and foundations' investment portfolios.

Key Responsibilities:
Administrative Assistant

- Provide administrative support including meetings/calls/travel coordination, calendaring, completing expense reports, answering phones and greeting guests
- Create and maintain electronic files for an extensive and ever-growing portfolio of investments
- Prepare correspondence/memos and collect signatures
- Handle clerical duties such as scanning, formatting, faxing trade tickets, copying, printing documents and sorting mail

Investment Assistant

- Promptly download and circulate cash flow notices and investment documents (e.g. capital account statements, financials, due diligence materials, research reports)
- Maintain contacts database and various investment-related schedules using Excel
- Execute external requests by banks and fund managers in connection with fund amendments, non-disclosure agreements, documentation, as well as internal requests related to capital calls, distributions and redemptions
- Assist team with Investment Committee materials and presentations
- Track the receipt of tax forms and follow up with banks and fund managers for outstanding documents
- Complete ad hoc projects

March 2019 Job Bulletin

The Eli and Edythe Broad Foundation | Finance Assistant | Century City, CA

Key Responsibilities (cont'd):
Accounting Assistant

- Responsible for daily bookkeeping tasks including check runs, maintaining proper documentation and determining general ledger coding
- Record journal entries including daily retail transactions and bi-monthly payroll
- Responsible for monthly bank reconciliations
- Resolve vendor issues / inquiries
- Provide support for audit requests
- Complete ad hoc projects

Qualifications:

- An outstanding academic and professional record
- A bachelor's degree from an accredited college or university is a must; college coursework in statistics, accounting, economics and/or finance is a plus
- Two to five years of administrative, accounting/bookkeeping or research experience in a professional environment, which may include internships, work-study or part-time employment
- Strong communication skills, the ability to learn quickly and exceptional attention to detail and accuracy
- Strong proficiency in Word, Excel, PowerPoint and other MS Office applications, and experience with an accounting software a plus
- A superior work ethic, multi-tasking skills and "whatever it takes" attitude
- A high degree of professionalism and the ability to handle sensitive or confidential information with discretion

Employment is contingent upon a satisfactory background and reference check, which will include a full credit and criminal report as well as verifications of employment and educational records. You must be legally authorized to work in the United States.

Compensation:
The appointee's compensation package will be based on experience. FOFS offers excellent benefits including a variety of health plans and 401(k) plan.

How to Apply:
To be considered for this position, please upload your letter of interest and resume at
https://broadfamilyoffice.applicantpro.com/jobs/1008792.html
We will only contact candidates chosen for further consideration. No phone inquiries please.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

CalPERS | **Investment Risk and Performance - Investment Officer II** | **Sacramento County, CA**

Department Information:
California Public Employees' Retirement System (CalPERS) is a global institutional investor and the nation's largest public pension fund, with assets of approximately $348.29 Billion as of 1/24/2019. Headquartered in downtown Sacramento, CalPERS is situated in close proximity to the Napa Valley, San Francisco, Lake Tahoe, and other desirable destinations in California. Our people are deeply committed to our core values and their decisions and actions are guided by our investment beliefs.

If you thrive in a fast paced, challenging and rewarding environment where diversity in perspective and experience is valued, this may be the right opportunity for you.

Job Description and Duties:
Our Investment Risk and Performance team is currently seeking an Investment Officer II to independently produce timely, accurate and relevant investment risk reports and analytics to support investment decision making and, ultimately, the CalPERS mission.

Duties include but are not limited to:

- Produce accurate and timely risk reports and analysis for the CalPERS Board of Administration and senior management by actively participating in all aspects of the existing risk measurement and monitoring process
- Provide practical solutions to remedy risk measurement issues and analytical challenges
- Implement enhancements to existing risk measurement processes to improve relevance, quality and timeliness and, ultimately, support investment decision making
- Participate in analytical assignments to enhance understanding of Public Employees' Retirement Fund (PERF) and Affiliate trusts' investment risks
- Research and analyze information from a variety of data sources utilizing various available tools, including programming languages, and quantitative techniques

Desirable Qualifications:
In addition to evaluating each candidate's relative ability, as demonstrated by quality and breadth of experience, the following factors will provide the basis for competitively evaluating each candidate:

- Possession of an advanced degree, such as MBA or Masters; certifications or participation in professional programs such as CFA, FRM, CAIA, or others
- Strong analytical skills with keen attention to detail
- Excellent written and verbal communication skills
- Strong organizational skills with the ability to manage multiple priorities
- Ability to work both independently or in a group environment

March 2019 Job Bulletin

CalPERS | Investment Risk and Performance - Investment Officer II | Sacramento County, CA

Desirable Qualifications (cont'd):

- Possess a high degree of initiative and professionalism
- Be able to work well under pressure in a fast-paced environment
- Ability to be flexible and adapt to changes in priorities and assignments
- Microsoft Suite experience, particularly in Excel

How to Apply: Visit the website for more information
https://jobs.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=144217

Equal Opportunity Employer The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation. It is an objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing Civil Service, and the special trust placed in public servants.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

CalPERS **Data Domain Analyst** **Sacramento County, CA**

Department Information:
California Public Employees' Retirement System (CalPERS) is a global institutional investor and the nation's largest public pension fund, with assets of approximately $349.24 billion as of January 30, 2019. Headquartered in downtown Sacramento, CalPERS is situated in close proximity to the Napa Valley, San Francisco, Lake Tahoe, and other desirable destinations in California. Our people are deeply committed to our core values and their decisions and actions are guided by our investment beliefs.

If you thrive in a fast paced, challenging and rewarding environment where diversity in perspective and experience is valued, this may be the right opportunity for you.

Job Description and Duties:
Our Investment Servicing Division, Technology Management Unit is currently seeking an Investment Officer III to provide knowledge of investment strategies and investment systems to meet Investment Office needs and drive our CalPERS mission. The Technology Management Unit (TMU) of the Investment Servicing Division (ISD) is responsible for managing all aspects of investment technology and investment related data for the Investment Office (INVO) of CalPERS. This position will report into TMU.

Duties include but are not limited to:

- Serve as the subject matter expert on the following INVO data domains which at least include: Security Master File, Positions, Cash, Transactions, Corporate Actions, Pricing, Benchmarks and Portfolio Master File
- Liaise with the data stewards from the assigned program areas to understand their business requirements and work with the Associate Investment Manager and Data Governance team to establish governance that supports those business requirements
- Act as a change agent to establish, embed, and educate best practices around data governance and socialize this throughout INVO, to help ensure the transition to a data centric organization

Desirable Qualifications:
In addition to evaluating each candidate's relative ability, as demonstrated by quality and breadth of experience, the following factors will provide the basis for competitively evaluating each candidate:

- Flexibility to handle new functionality and learn new skills to support investment strategies or products
- Experience in business analysis and design for investment systems including analyzing business requirements and developing technical specifications
- Knowledge of the following Investment Data Domains: Security Master, Portfolio Master, Corporate Actions, Positions, Cash, Transactions
- Experience with utilization of Investment/Accounting Books of Record
- Ability to build consensus and facilitate decisions

March 2019 Job Bulletin

CalPERS | Data Domain Analyst | Sacramento County, CA

Desirable Qualifications (cont'd):

- Knowledge of Master Data Management governance principles and best practices
- Experience in business analysis of Investment products, tools and technologies
- Experience in large system/process implementations

Benefits:
CalPERS employees are eligible for a number of benefits. Health benefits and leave programs are available for most permanent, full-time employees and some permanent, part-time employees. Benefit eligibility may depend on length of service and may be subject to collective bargaining agreements, which are contracts negotiated between the State of California and employee organizations that define employees' wages, hours, and conditions of employment. Some added benefits CalPERS offers include:

- Alternate Work Schedules
- Flexible Work Hours
- Independently run child care facility located on CalPERS campus

How to Apply: Visit the website for more information
https://jobs.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=144056

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation. It is an objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing Civil Service, and the special trust placed in public servants.

March 2019 Job Bulletin

CalPERS | **Global Fixed Income (GFI) - Managing Investment Director** | **Sacramento County, CA**

Department Information:
California Public Employees' Retirement System (CalPERS) is a global institutional investor and the nation's largest public pension fund, with assets of approximately $352.80 Billion as of 2/6/19. Headquartered in downtown Sacramento, CalPERS is situated in close proximity to the Napa Valley, San Francisco, Lake Tahoe, and other desirable destinations in California. Our people are deeply committed to our core values and their decisions and actions are guided by our investment beliefs.

If you thrive in a fast paced, challenging and rewarding environment where diversity in perspective and experience is valued, this may be the right opportunity for you.

Job Description and Duties:
Our Investment Office (INVO) is currently seeking a Managing Investment Director (MID) to manage and oversee the Global Fixed Income (GFI) team, including functions such as fundamental and quantitative research, portfolio management and some trading activity. A significant responsibility in this role is participation in the INVO leadership team focused on managing the organization from a "Total Fund" perspective and driving our CalPERS mission. Duties include but are not limited to:

- Develop and administer the global fixed income strategies, policies and options and oversee the implementation of Environmental, Social and Governance (ESG) factors into the investment process consistent with CalPERS investment objectives
- Participate as a member of the senior management team in the development of the overall investment strategy
- Provide executive-level leadership, guidance, and oversight for managers and team members within GFI in alignment with the Total Fund objectives
- Prepare reports and agenda items and make presentations to the CalPERS Board of Administration and Investment Committee relating to potential investment opportunities, asset allocation and investment performance and strategy in the fixed income area

Desirable Qualifications:
In addition to evaluating each candidate's relative ability, as demonstrated by quality and breadth of experience, the following factors will provide the basis for competitively evaluating each candidate:

- 20+ years broad extensive investment management experience for a major financial institution or firm, or governmental agency
- Focus of work experience in Fixed Income credit investing – Investment Grade, High Yield, and direct lending

March 2019 Job Bulletin

CalPERS	Global Fixed Income (GFI) - Managing Investment Director	Sacramento County, CA

Desirable Qualifications (cont'd):

- Extensive experience in a leadership role, works collaboratively across all asset classes within the organization, experience mentoring and developing strong teams
- Possession of advanced degree or certification, i.e. CFA, CPA

Benefits:
CalPERS employees are eligible for a number of benefits. Health benefits and leave programs are available for most permanent, full-time employees and some permanent, part- time employees. Benefit eligibility may depend on length of service and may be subject to collective bargaining agreements, which are contracts negotiated between the State of California and employee organizations that define employees' wages, hours, and conditions of employment.

Some added benefits CalPERS offers include:

- Alternate Work Schedules
- Flexible Work Hours
- Child Care

How to Apply: Visit the website for more information
https://jobs.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=145899

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation. It is an objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing Civil Service, and the special trust placed in public servants.

March 2019 Job Bulletin

CalPERS | **Research & Strategy (R&S) - Managing Investment Director** | **Sacramento County, CA**

Department Information:
California Public Employees' Retirement System (CalPERS) is a global institutional investor and the nation's largest public pension fund, with assets of approximately $355.43 Billion as of 2/25/19. Headquartered in downtown Sacramento, CalPERS is situated in close proximity to the Napa Valley, San Francisco, Lake Tahoe, and other desirable destinations in California. Our people are deeply committed to our core values and their decisions and actions are guided by our investment beliefs.

If you thrive in a fast paced, challenging and rewarding environment where diversity in perspective and experience is valued, this may be the right opportunity for you.

Job Description and Duties:
Our Investment Office (INVO) is currently seeking a Managing Investment Director (MID) to manage and oversee the Research and Strategy Group (RSG), including functions such as fundamental and quantitative research encompassing global macro economy and asset class level as well as developing investment strategies. A significant responsibility in this role is participation in the INVO leadership team focused on managing the organization from a "Total Fund" perspective and driving our CalPERS mission.

Duties include but are not limited to:

- Engage and lead surveillance, analysis, synthesis and synopsis of global economic developments, disseminating findings, with investment implications, to managers and analysts in INVO
- Actively conduct economic, quantitative, fundamental and asset class research and analysis seeking and making recommendations to the Investment Strategy Group (ISG) for incorporation into the CalPERS portfolios
- Provide executive-level leadership, guidance, and oversight for managers and team members within the RSG Team in alignment with the Total Fund objectives
- Prepare reports and agenda items and make presentations to the CalPERS Board of Administration and Investment Committee relating to potential investment opportunities, asset allocation and investment performance and strategy in all asset classes

Desirable Qualifications:
In addition to evaluating each candidate's relative ability, as demonstrated by quality and breadth of experience, the following factors will provide the basis for competitively evaluating each candidate:

- 20+ years broad extensive investment management, strategy and research experience for a major financial institution or firm, or governmental agency
- Domain knowledge of major asset classes such as Global Equity, Global Fixed Income, Private Equity

March 2019 Job Bulletin

CalPERS	Research & Strategy (R&S) - Managing Investment Director	Sacramento County, CA

Desirable Qualifications (cont'd):

- Experience in incorporating ESG factors important to the assessment and management of risk relative to return into research and strategy
- Extensive experience in a leadership role, works collaboratively across all asset classes within the organization, experience mentoring and developing strong teams
- Possession of advanced degree or certification, i.e. CFA, CPA

Benefits:
CalPERS employees are eligible for a number of benefits. Health benefits and leave programs are available for most permanent, full-time employees and some permanent, part- time employees. Benefit eligibility may depend on length of service and may be subject to collective bargaining agreements, which are contracts negotiated between the State of California and employee organizations that define employees' wages, hours, and conditions of employment.

Some added benefits CalPERS offers include:

- Alternate Work Schedules
- Flexible Work Hours
- Child Care

How to Apply: Visit the website for more information
https://jobs.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=147108

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation. It is an objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing Civil Service, and the special trust placed in public servants.

March 2019 Job Bulletin

CalPERS | **Opportunistic Strategies (OS) - Investment Officer I** | **Sacramento County, CA**

Department Information:
California Public Employees' Retirement System (CalPERS) is a global institutional investor and the nation's largest public pension fund, with assets of approximately $355.43 billion as of February 26, 2019. Headquartered in downtown Sacramento, CalPERS is situated in close proximity to the Napa Valley, San Francisco, Lake Tahoe, and other desirable destinations in California. Our people are deeply committed to our core values and their decisions and actions are guided by our investment beliefs.

If you thrive in a fast paced, challenging and rewarding environment where diversity in perspective and experience is valued, this may be the right opportunity for you.

Job Description and Duties:
Completing the Supplemental Questions is mandatory in order to be considered for this position. Please scroll down to Special Requirements for further instruction.

Our Opportunistic Strategies program is currently seeking an Investment Officer l (IO I) to assist the Execution Services and Strategy (ESS) team in fulfilling plan-level mandates. The IO I will maintain a positive team management approach and perform execution services, as well as financial market reform and securities lending activities, as needed, and drive our CalPERS mission.

Duties include but are not limited to:

- Support equity, fixed-income, foreign exchange (FX), multi-asset class and derivatives trading activity - including assisting with capital markets activity, transaction cost analysis, broker evaluation and selection, trade settlement support, procedure documentation and trade communication and management; coordinate and effectively communicate with asset class implementation partners and other relevant counterparties; manage the execution and operational risk of all trading activity
- Assist with ESS plan-level mandates, including review and analysis of investment, financial, and statistical data to assist with implementation of plan-level multi-asset strategies
- Assist with strategic planning and projects for ESS team, including INVO-wide projects requiring ESS leadership and participation

Desirable Qualifications:
In addition to evaluating each candidate's relative ability, as demonstrated by quality and breadth of experience, the following factors will provide the basis for competitively evaluating each candidate:

- Ability to work independently and work on multiple projects and priorities

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

CalPERS | Opportunistic Strategies (OS) - Investment Officer I | Sacramento County, CA

Desirable Qualifications (cont'd):

- Basic knowledge of institutional asset management, capital markets, asset allocation, and fiduciary standards
- Strong problem-solving skills, with ability to independently gather, interpret, and report on data
- Bachelor's or Master's degree in finance, economics, mathematics, or other similar technical field
- Possession of, or progress towards, a professional designation such as CFA
- Ability to effectively manage projects and communicate in a business setting
- Read, understand, and apply various documents and resources
- Effective communication with external trading counterparties, investment managers, other CalPERS staff, representatives of investment partners

Benefits:
CalPERS employees are eligible for a number of benefits. Health benefits and leave programs are available for most permanent, full-time employees and some permanent, part-time employees. Benefit eligibility may depend on length of service and may be subject to collective bargaining agreements, which are contracts negotiated between the State of California and employee organizations that define employees' wages, hours, and conditions of employment. Some added benefits CalPERS offers include:

- Alternate Work Schedules
- Flexible Work Hours
- Independently run child care facility located on CalPERS campus

How to Apply: Visit the website for more information
https://jobs.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=146975

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation. It is an objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing Civil Service, and the special trust placed in public servants.

March 2019 Job Bulletin

CalPERS | **Investment Servicing Divisions (ISD) - Investment Officer III** | **Sacramento County, CA**

Department Information:
California Public Employees' Retirement System (CalPERS) is a global institutional investor and the nation's largest public pension fund, with assets of approximately $355.69 billion as of February 26, 2019. Headquartered in downtown Sacramento, CalPERS is situated in close proximity to the Napa Valley, San Francisco, Lake Tahoe, and other desirable destinations in California. Our people are deeply committed to our core values and their decisions and actions are guided by our investment beliefs.

If you thrive in a fast paced, challenging and rewarding environment where diversity in perspective and experience is valued, this may be the right opportunity for you.

Job Description and Duties:
Our Investment Servicing Divisions Technology Management Unit is currently seeking an Investment Officer III to provide knowledge of investment strategies and investment systems to meet Investment Office needs and drive our CalPERS mission. The Technology Management Unit (TMU) of the Investment Servicing Division (ISD) is responsible for managing all aspects of investment technology and investment related data for the Investment Office (INVO) of CalPERS. This position will report into TMU.

Duties include but are not limited to:

- Utilizing knowledge of investment industry and specific investment functions, plan, design, implement and analyze the more complex investment systems to meet Investment Office business needs
- Lead research, analysis and evaluation of current and proposed investment systems and strategic investment tools to meet the needs of each asset class
- Perform the most complex research and manage the acquisition and implementation of investment systems, data governance structures and investment business intelligence tools

Desirable Qualifications:
In addition to evaluating each candidate's relative ability, as demonstrated by quality and breadth of experience, the following factors will provide the basis for competitively evaluating each candidate:

- Experience analyzing investment technology solutions/systems, investment data and market research data integration
- Familiarity with project management concepts and vendor management practices
- Ability to organize research, analyze work flows and coordinate implementation of technology to meet business needs

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

CalPERS

Investment Servicing Divisions (ISD) - Investment Officer III

Sacramento County, CA

Benefits:
CalPERS employees are eligible for a number of benefits. Health benefits and leave programs are available for most permanent, full-time employees and some permanent, part-time employees. Benefit eligibility may depend on length of service and may be subject to collective bargaining agreements, which are contracts negotiated between the State of California and employee organizations that define employees' wages, hours, and conditions of employment. Some added benefits CalPERS offers include:

- Alternate Work Schedules
- Flexible Work Hours
- Independently run child care facility located on CalPERS campus

How to Apply: Visit the website for more information
https://jobs.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=147047

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation. It is an objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing Civil Service, and the special trust placed in public servants.

March 2019 Job Bulletin

Capital Group **Sales Operations Specialist Senior** **Los Angeles, CA**

Company Overview:
At Capital, we're committed to providing you with opportunities to broaden and deepen your knowledge and skills, and to grow personally, professionally and financially. If you're interested in continuing to Grow with Capital by pursuing a new role, please review the job description below to determine if this opportunity might be right for you. For additional information about how you can develop your career at Capital, please visit Grow with Capital.

In the Sales Operation Specialist Senior role, you will act as a business partner to a North American Distribution (NAD) client segment, guiding the development and execution of objectives and strategies, ensuring projects and initiatives are aligned to and achieving business goals. You will work closely with sales leadership, marketing and product management to develop strategies and go to market plans to further our Institutional goals and priorities.

Key Responsibilities:
- Develop and execute go-to-market strategies working with cross-functional NAD teams to drive segment results and further our institutional market share
- Define strategic sales plans that effectively enable our sales forces to deliver on sales goals and priorities
- Ensure the voice of sales and sales force needs are considered and incorporated in the development of strategies, initiatives and priorities
- Drive effectiveness and efficiencies for our institutional sales forces by implementing segmentation strategies, developing coverage and territory modeling, and defining sales tools and capabilities
- Work with NAD, segment and sales leadership to drive deliberate assessment of goals and metrics through dashboard development and SFDC tracking
- Implement sales operations capabilities and best practices across the Sales Operations team; ensure alignment across broad initiatives and client specific initiatives
- Lead and manage projects with broad business impact that may impact multiple functions
- Effectively work across NAD internal teams, building relationships and partnerships

Qualifications:
- 10+ years of financial services industry experience
- 5+ years of sales operations experience with strong product and/or project management exposure
- Candidates with Consulting, Product Management, Business Management or Strategy and Innovation
- Bachelor's Degree required. Masters or MBA preferred

How to Apply: Visit the website for more information https://jobs.capitalgroup.com/job/Los-Angeles-Sales-Operations-Specialist-CA-90071/518103800/

March 2019 Job Bulletin

Canyon Partners **Asset Management Analyst, Associate** **Los Angeles, CA**

Company Overview:
Canyon Partners Real Estate, LLC is the real estate investing arm of Canyon Partners LLC, a money management firm and registered investment advisor headquartered in Los Angeles, California, with approximately $24 billion in assets under management. Canyon focuses on providing debt and equity capital for commercial real estate in primary and secondary markets across the U.S., primarily to facilitate asset acquisition, value-add re-positioning, development or recapitalization. Since 1990, Canyon and its affiliates have invested in transactions involving over 250 commercial real estate and mortgage assets with a total value in excess of $18.0 billion, including the origination of senior loans, mezzanine loans, preferred equity and joint venture equity. These investments are located across the country and encompass a diverse mix of property types including retail, multifamily, condominium, office, hospitality, industrial, land, and mixed-use.

Responsibilities:

- Financial Modeling
  - Create, modify, and maintain complex financial models related to project construction, financing, lease-up, operation, disposition, and payments to equity investors and lenders
  - Perform ad hoc analyses including the preparation of sensitivity, scenario, and yield analyses
- Monthly Draws
  - Process Operating and Construction draws throughout the month; insuring all documents are received per respective agreements, requested funding is reasonable, budget is being upheld, reallocations/change orders are appropriate and complete wire requests (when required)
- Interest Invoices
  - Create monthly interest invoices for all assigned assets and complete associated wire requests
- iLevel Software Project Management
  - Complete various standard and ad-hoc requests
- Quarterly & Annual Reporting
  - Complete initial updates to abstracts and manage revisions among asset management teams to ensure consistency
  - Contribute to maintenance of various investment trackers

Requirements:

- Education:
  - Bachelor’s or Master’s Degree in Business or Real Estate from top-tier university in a relevant course of study
- Experience:
  - 2 years of relevant full time work experience.

March 2019 Job Bulletin

Canyon Partners | Asset Management Analyst, Associate | Los Angeles, CA

Requirements (cont'd):

- Qualifications:
  - Expertise in Excel and PowerPoint; must be able to apply formulas to develop and modify cash flow projections and models for operating assets and development project with complicated waterfalls
  - Superior attention to detail with regard to completeness, accuracy, consistency, and aesthetics
  - Familiarity with leases, purchase and sales agreements, management and leasing agreements, listing agreements, partnership agreements, loan agreements, construction agreements, consulting agreements, vendor agreements, and intetercreditor agreements
  - Strong analytical, interpersonal, problem solving, writing and communication skills
  - High level of initiative, superior attention to detail, and strong work ethic
  - Desire to be a member of a team of professionals who work in a collaborative environment

How to Apply: Please send resume and brief cover letter to Human Resources at recruiting@canyonpartners.com. Please include "AM Analyst/Associate" and your name in the subject line.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Causeway Capital Management | **Research Analyst, Global Equities** | **Los Angeles, CA**

Company Overview:
Causeway Capital Management LLC provides equity investment management services to corporations, pension plans, public retirement plans, sovereign wealth funds, Taft-Hartley pension plans, endowments and foundations, mutual funds, charities, private trusts, wrap fee programs and other institutions. The 100% employee-owned firm, based in Los Angeles, manages approximately $51 billion in international, global and emerging market equities, both long only and long-short. Causeway employs a unique blend of fundamental and quantitative investment strategies, and offers its clients access to the firm's proprietary risk analytics.

Position Overview:
The Research Analyst will assist Sr. Research Analysts and Portfolio Managers in conducting in-depth research for listed companies globally, principally within the Energy and Midstream industries. This will include constructing and maintaining financial models and projections, composing detailed investment memos, preparing and leading management meetings and examining financial, economic and industry trends in the U.S. and overseas. The Research Analyst will be assigned at least one Causeway senior investment professional as a mentor to enhance learning about stocks and markets. The tenure of the role will be 2 – 4 years.

Skills and Abilities:

- 2 - 4 years post-undergrad experience in a buy-side research, sell-side research or investment banking role
- Energy-related industry or research experience strongly preferred
- Undergraduate university degree with excellent academic credentials. Ideal candidate will have CFA or progress toward CFA
- A strong passion for equity investing and a respect for disciplined, value-oriented investment strategies
- Comprehensive understanding of accounting, financial statements and valuation methodologies
- Solid analytical, accounting and computer skills
- Excellent writing and oral communication skills; ability to articulate findings thoroughly, yet concisely
- Creativity and intellectual curiosity
- Demonstrated teamwork balanced with the ability to direct independent work

How to Apply: Please visit us at www.causewaycap.com/contact-us

Qualified applicants will receive consideration for employment without regard to the fact or perception of their race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, military and veteran status, or any other basis protected by applicable federal, state or local law.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Causeway Capital Management | **Associate, Institutional Sales and Consultant Relations** | **Los Angeles, CA**

Company Overview:
Causeway Capital Management LLC provides equity investment management services to corporations, pension plans, public retirement plans, sovereign wealth funds, Taft-Hartley pension plans, endowments and foundations, mutual funds, charities, private trusts, wrap fee programs and other institutions. The 100% employee-owned firm, based in Los Angeles, manages approximately $54 billion in international, global and emerging market equities, both long only and longshort. Causeway employs a unique blend of fundamental and quantitative investment strategies, and offers its clients access to the firm's proprietary risk analytics.

Position Overview:
The Institutional Sales Associate works closely with the Institutional Sales and Consultant Relations teams to assist with executing Causeway Capital Management's sales and consultant ratings strategies and achieve new business goals by providing effective business and relationship management support for the team. Los Angeles based.

Responsibilities:

- Serve as the internal resource for institutional sales/consultant relations teams.
- Engage in external communication with all levels of the plan sponsor community, providing detailed firm, product, and performance information to assist in furthering the positioning of CCM for success with a particular firm or to assist in furthering a particular institutional sales opportunity
- Respond to regular and ad hoc requests from plans and consultants
- Initiate and execute detailed competitor analysis, asset allocation reviews, and strategy positioning studies to help better articulate CCM strategy strengths through the use of available tools including:
  - eVestment
  - MMD
  - Finsearches
  - Causeway Analytics Risk Lens
  - Factset
- Work closely with Product Management and Marketing to improve the systems and processes used to generate, collect and store institutional data (firm, assets, product, etc.)
- Initiate and manage all systematic follow up
- Assist with sales reporting primarily through the use of Salesforce.com to ensure all activities and opportunities of the team are being accurately captured and reported
- Use available resources to build product knowledge on product strategies and vehicles
- Act independently and exercise sound business judgment on a daily basis, recognizing that the integrity of our product data used in sales and marketing material, consultant websites, and databases is crucial to new business opportunities

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Causeway Capital Management	Associate, Institutional Sales and Consultant Relations	Los Angeles, CA

Responsibilities (cont'd):

- Assist in other projects as necessary

Skills and Abilities:

- 1-3 years of consultant relations, sales, or sales support experience (preferably institutional) or investment consulting firm experience
- Series 7/63 strongly preferred
- Knowledge of the financial marketplace including, but not limited to: stocks, bonds, international investing, currency, alternatives etc.
- Experience with SalesForce, eVestment database and FactSet a plus
- Team-oriented and self-motivated
- Strong verbal and written communication skills

How to Apply: Please visit us at www.causewaycap.com/contact-us

Qualified applicants will receive consideration for employment without regard to the fact or perception of their race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, military and veteran status, or any other basis protected by applicable federal, state or local law.

March 2019 Job Bulletin

Causeway Capital Management | **Research Analyst, Global Equities (Mandarin Proficient)** | **Los Angeles, CA**

Company Overview:
Causeway Capital Management LLC provides equity investment management services to corporations, pension plans, public retirement plans, sovereign wealth funds, Taft-Hartley pension plans, endowments and foundations, mutual funds, charities, private trusts, wrap fee programs and other institutions. The 100% employee-owned firm, based in Los Angeles, began operations in June 2001 and manages approximately $55 billion in international, global and emerging market equities, both long only and long-short. Causeway employs a unique blend of fundamental and quantitative investment strategies, and offers its clients access to the firm's proprietary risk analytics.

Position Overview:
The Research Analyst will assist Sr. Research Analysts and Portfolio Managers in determining fair value for various listed companies globally, as well as conduct in-depth research in various industries. This will include constructing and maintaining financial models, as well as examining financial, economic and industry trends in the U.S. and overseas. The Research Analyst will be assigned at least one Causeway senior investment professional as a mentor to enhance learning about stocks and markets. The tenure of the role will be 2 – 4 years.

Skills and Abilities:

- Proficiency in spoken and written Mandarin skills are critical
- Comprehensive understanding of financial statements and valuation methodologies
- A minimum of two years' post-undergrad experience at an investment bank, sell-side or buy-side firm
- Undergraduate university degree with excellent academic credentials.
- A strong passion for equity investing and a respect for disciplined, value-oriented investment strategies
- Solid analytical, accounting and computer skills
- Excellent writing and oral communication skills; ability to articulate findings thoroughly, yet concisely.
- Creativity and intellectual curiosity
- Demonstrated teamwork balanced with the ability to direct independent work

How to Apply: Please visit us at www.causewaycap.com/contact-us

Qualified applicants will receive consideration for employment without regard to the fact or perception of their race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, military and veteran status, or any other basis protected by applicable federal, state or local law.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Dimensional | **Senior Associate, Financial Advisor Services** | **Santa Monica, CA**

Company Overview:
Dimensional is a global investment firm guided by deep convictions about the power of capital markets. We are a leader in applying advanced financial science to equity and fixed income investment strategies. By employing a rigorous and systematic investment approach, we seek to capture what the market offers in all its dimensions.

For more than 30 years, we have translated research into real-world investment solutions for clients. Our clients include financial advisory, pension funds, retirement plans, college savings plans, insurance companies, endowments and foundations, and sovereign wealth funds. Headquartered in Austin, Texas, with 13 offices around the world, Dimensional manages $517 billion globally as of December 31, 2018.

Dimensional Fund Advisor LP is an investment advisor registered with the Securities and Exchange Commission.

Job Description:
The Senior Associate will support Regional Directors in business development and client services activities for our financial advisor clients.

Responsibilities:
- Articulating complex investment principles and capital market research to financial advisors
- Educating financial advisors on why and how our portfolio solutions are constructed and work the way they do
- Interacting with advisors on practice management related issues
- Traveling with Regional Directors and developing strong business and personal relationships with key advisor clients
- Developing and delivering complex and educational investment presentations to financial advisors
- Developing and facilitating the production of complex client driven requests among a team of Associates
- Developing a robust understanding of the advisor industry and related business practices

Qualifications:
- MBA and/or CFA strongly preferred
- Four plus years of experience in the Financial Services/Investment industry
- Proactive desire to learn
- Strong analytical skills
- Solid quantitative problem-solving skills

March 2019 Job Bulletin

Dimensional	Senior Associate, Financial Advisor Services	Santa Monica, CA

- Excellent verbal and written communication and interpersonal skills
- Detail-oriented
- Able to work equally well in a team environment and independently
- Self-starter who is capable of managing multiple projects and meeting deadlines
- Strong computer skills (Excel and Access) with the ability to learn programs as needed

How to Apply:
Please visit the website for more information https://dimensional.wd5.myworkdayjobs.com/en-US/DFA_Careers/job/Santa-Monica/Senior-Associate--FAS_2018-4987

It is the policy of the Company to provide equal employment opportunity for all applicants and employees. The Company does not unlawfully discriminate on the basis of race, color, religion, creed, sex, gender, gender identity, gender expression, national origin, age, disability, genetic information, ancestry, medical condition, marital status, covered veteran status, citizenship status, sexual orientation, or any other protected status. This policy applies to all areas of employment including recruitment, hiring, training, job assignment, promotion, compensation, benefits, transfer, discipline, termination, and social and recreational programs.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Dimensional | **Associate, Financial Advisor Services** | **Santa Monica, CA**

Company Overview:
Dimensional is a global investment firm guided by deep convictions about the power of capital markets. We are a leader in applying advanced financial science to equity and fixed income investment strategies. By employing a rigorous and systematic investment approach, we seek to capture what the market offers in all its dimensions.

For more than 30 years, we have translated research into real-world investment solutions for clients. Our clients include financial advisory, pension funds, retirement plans, college savings plans, insurance companies, endowments and foundations, and sovereign wealth funds. Headquartered in Austin, Texas, with 13 offices around the world, Dimensional manages $517 billion globally as of December 31, 2018.

Dimensional Fund Advisor LP is an investment advisor registered with the Securities and Exchange Commission.

Job Description:
The Associate will support senior staff in business development and retention activities for our clients who are primarily fee-only Registered Investment Advisors. With initiative and proven success, the Associate will have the opportunity to work more closely with clients to perform more externally-facing tasks.

Responsibilities:
- Developing and constructing complex portfolio analysis for current Advisor clients and prospects
- Identifying and discussing key findings of portfolio analyses to clients
- Delivering educational investment related webinars to Advisor clients
- Answering the Financial Advisor hotline and providing answers and solutions to ad hoc investment questions and related client service
- Assisting in the initial development of investment related marketing materials and charts
- Developing a robust understanding of Advisor business practices
- Developing a deep understanding of capital market research and application to portfolio management

Qualifications:
- Bachelor's degree required with a strong academic record
- 1-2 years' experience in the Financial Services Industry (including internships)
- Solid understanding of Dimensional's investment philosophy
- Strong analytical skills
- Solid quantitative problem-solving skills
- Excellent verbal and written communication and interpersonal skills
- Detail-oriented

March 2019 Job Bulletin

Dimensional | Associate, Financial Advisor Services | Santa Monica, CA

Qualifications (cont'd):

- Able to work equally well in a team environment and independently
- Self-starter who is capable of managing multiple projects and meeting deadlines
- Strong computer skills (Excel and Access) with the ability to learn programs as needed
- Intention to pursue outside investment-related education (e.g., MBA, CFA, CFP)
- Ability to successfully pass the Series 7 within the first 120 days of employment in order to interact with clients

How to Apply:
Please visit the website for more information https://dimensional.wd5.myworkdayjobs.com/en-US/DFA_Careers/job/Santa-Monica/Associate--Financial-Advisor-Services_2019-5080

It is the policy of the Company to provide equal employment opportunity for all applicants and employees. The Company does not unlawfully discriminate on the basis of race, color, religion, creed, sex, gender, gender identity, gender expression, national origin, age, disability, genetic information, ancestry, medical condition, marital status, covered veteran status, citizenship status, sexual orientation, or any other protected status. This policy applies to all areas of employment including recruitment, hiring, training, job assignment, promotion, compensation, benefits, transfer, discipline, termination, and social and recreational programs.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Dimensional | **Regional Director, Financial Advisor Services-Broker Dealer** | **Austin, TX**

Company Overview:
Dimensional is a global investment firm guided by deep convictions about the power of capital markets. We are a leader in applying advanced financial science to equity and fixed income investment strategies. By employing a rigorous and systematic investment approach, we seek to capture what the market offers in all its dimensions.

For more than 30 years, we have translated research into real-world investment solutions for clients. Our clients include financial advisory, pension funds, retirement plans, college savings plans, insurance companies, endowments and foundations, and sovereign wealth funds. Headquartered in Austin, Texas, with 13 offices around the world, Dimensional manages $517 billion globally as of December 31, 2018.

Dimensional Fund Advisor LP is an investment advisor registered with the Securities and Exchange Commission.

Job Description:
The Regional Director, Financial Advisor Services, is responsible for relationship management and business development of both existing and new clients in a specific region. They will lead all sales related activities as well as organize efforts of client services team members to effectively address the needs of advisors.

To be successful, the Regional Director must have a solid foundational knowledge of investments, capital markets and asset allocation theory. The ability to discuss the sophisticated investment solutions that Dimensional provides is critical to working with and influencing Advisors. Just as important, the Regional Director must have a strong business development and client service orientation and understand the issues and challenges Advisors face in building a client-centric, fee-based business.

Responsibilities:

- Sales leadership and management of a territory composed primarily of fee-only, high net worth financial advisors
- Develops and delivers strategies to recruit new advisor relationships and retention strategies for existing advisors
- Educates advisors on capital market behavior and investment theory
- Consults with advisor firms on building an efficient practice while providing a successful investment experience to clients
- Presents Dimensional Fund Advisors' investment capabilities, investment theory and performance to Financial Advisors, branch offices, company conferences and industry functions
- Formulates and executes tailored Dimensional initiatives and champions existing company initiatives

March 2019 Job Bulletin

Dimensional	Regional Director, Financial Advisor Services-Broker Dealer	Austin, TX

Responsibilities (cont'd):

- Be a team-player and sales and marketing thought leader within the Dimensional team
- Be a spokesperson and champion of the Dimensional brand and investment theory throughout the industry and marketplace
- Increase revenues, AUM and Advisor clients within the territory through the profitable growth of the Dimensional product suite

Qualifications:

- A personal alignment, understanding and appreciation of Dimensional's investment process, philosophy and business strategy
- Strong consultative sales abilities in building Advisor relationships and raising assets
- Extensive knowledge and network of fee-based Financial Advisors who may share a similar investment philosophy to Dimensional or with enough intellectual curiosity to want to learn more about it
- An entrepreneurial spirit with high energy and passion; a self-starter
- Must have 10+ years of experience in the Financial Services Industry
- Bachelor's Degree required; MBA or CFA strongly preferred
- Excellent written and verbal communication skills, particularly with regards to conveying technical investment approaches and key Dimensional selling points in a clear and compelling manner
- Ability to present Dimensional's products and philosophy to small and large groups
- Competitive but highly collaborative with the ability to work both independently and in a team environment
- Must be Series 7 licensed

How to Apply:

Please visit the website for more information https://dimensional.wd5.myworkdayjobs.com/en-US/DFA_Careers/job/Austin/Regional-Director--Broker-Dealer_2018-4734

It is the policy of the Company to provide equal employment opportunity for all applicants and employees. The Company does not unlawfully discriminate on the basis of race, color, religion, creed, sex, gender, gender identity, gender expression, national origin, age, disability, genetic information, ancestry, medical condition, marital status, covered veteran status, citizenship status, sexual orientation, or any other protected status. This policy applies to all areas of employment including recruitment, hiring, training, job assignment, promotion, compensation, benefits, transfer, discipline, termination, and social and recreational programs.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

DoubleLine **Attorney, Bankruptcy/Restructuring** **Los Angeles, CA**

Position Overview:
The Attorney will work alongside multiple departments in connection with bankruptcy and restructuring matters.

Job Functions:
- Act as central point of contact within Legal Department for bankruptcy and restructuring matters
- Will support high yield, distressed asset, emerging market, commercial mortgage and ABS groups. This position will be the primary attorney on all insolvency and restructuring matters including investment-level workout and advising on distressed asset funds and investments
- Perform other legal and compliance tasks based on then-current needs in the department

Qualifications:
- J.D. from an ABA-accredited law school
- Member of the CA bar or ability to become certified as California in-house counsel
- Must have extensive commercial insolvency, restructure and workout experience
- Investment management and public and private fund experience would be beneficial
- Ability to interact professionally at all levels of a tightly-integrated team, including portfolio managers and traders
- Strong attention to detail and the ability to function independently

How to Apply:
Please visit https://doubleline.com/openings/. DoubleLine Group LP is an Equal Opportunity Employer.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

DoubleLine **Quantitative Analyst/Financial Engineer** **Los Angeles, CA**

Position Overview
The Quantitative Analyst will participate in a fast-paced, multi-task environment in collaboration with analysts, traders and portfolio managers. He/she will be a significant contributor of internal risk system development, develop computing platform/applications to deliver analytics to various users.

Job Functions:
- Develop and maintain analytical solutions to scrutinize large data sets; integrate new models and enhance existing products. It requires writing up C++/C# codes and debugging existing code
- Assist validating the code and data structure of risk system built in house. This will include significant efforts in testing functions and provide technical suggestions and feedback
- Lead efforts for other one-off application/tool development and enhancement
- Work closely with developers to ensure product delivery in a timely manner

Qualifications:
- Advanced degree in computer science or equivalent engineering background
- 2+ years of experience in developing applications in financial institutions preferably with fixed income trading or research
- Strong programming skills in C++/C# as well as Python, particularly interfaces across different programming languages, and how to make large volume of computations more scalable and efficient
- Experience working with large datasets/databases
- Strong attention to details and result driven with high standard
- Strong research skills, including ability to be creative in finding answers
- Ability to prioritize time and tasks effectively and meet deadlines
- Ability to present analysis clearly and effectively
- Good command of written and spoken English
- Outstanding initiative and a strong work ethic
- Excellent interpersonal, written and verbal communication skills
- Team-oriented and must possess strong integrity and professionalism

How to Apply:
Please visit https://doubleline.com/openings/. DoubleLine Group LP is an Equal Opportunity Employer.

The above statements are intended to describe the general nature and level of work being performed. They are not to be construed as an exhaustive list of all responsibilities, duties and skills required. All employees may be required to perform duties outside of their normal responsibilities from time to time, as needed, to meet the ongoing needs of the organization.

March 2019 Job Bulletin

DoubleLine **RFP Specialist** **Los Angeles, CA**

Position Overview:
The RFP Specialist is an integral part of DoubleLine's institutional and retail marketing team. He/she will respond to a variety of requests from clients, prospects, consultants, advisors, and others. These requests include proposal and due diligence questionnaires and the population of proprietary consultant and other third-party online databases. He/she will need to present DoubleLine and its products in a clear and concise manner. Accuracy, detail orientation, and time management are key to this role. In addition, as a member of the Investor Services Group, the RFP Specialist may work on ad hoc projects to help in supporting the firm's sales efforts.

Job Functions:
- Complete Requests for Proposal (RFPs), Requests for Information (RFIs), and other ad hoc requests
- Populate and maintain various online databases
- Assist with maintaining various tracking files to help in completing RFPs, RFIs, and populating online databases
- Work on ad hoc projects to help in supporting sales efforts

Qualifications:
- Bachelor's degree
- Prefer at least one year of experience in the asset management industry
- Experience in an RFP role is desirable
- Proficiency in Microsoft Word and Excel
- Self-motivated and able to work under limited supervision
- Strong analytical skills and attention to detail
- Strong organizational and time-management skills, with the ability to prioritize multiple tasks
- Excellent written and verbal communication skills
- Ability to work effectively both individually and on a team

How to Apply:
Please visit https://doubleline.com/openings/. DoubleLine Group LP is an Equal Opportunity Employer.

The above statements are intended to describe the general nature and level of work being performed. They are not to be construed as an exhaustive list of all responsibilities, duties and skills required. All employees may be required to perform duties outside of their normal responsibilities from time to time, as needed, to meet the ongoing needs of the organization.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

DoubleLine | **Regulatory Compliance Analyst** | **Los Angeles, CA**

Position Overview:
The Compliance Analyst will assist the compliance team with monitoring DoubleLine's compliance program as it relates to oversight and due diligence review of the duties and responsibilities of a registered investment advisor and registered investment companies. The ideal candidate will have a fundamental understanding of fixed income products and previous experience within investment compliance at an asset manager.

Job Functions:
- Assist in administering the code of ethics and other compliance policies as it relates to trade surveillance
- Provide secondary reviews of compliance violations and compliance training to staff including alert resolutions, workflow processes and regulatory updates
- Making critical, time-sensitive decisions to advance the trading process while also protecting the integrity of the investment compliance monitoring program
- Review compliance exceptions in a timely manner while also providing subject matter expertise and communicating critical information to relevant stakeholders
- Partner with IT to leverage resources and tools available to tailor solutions for compliance monitoring
- Act as back-up to existing compliance personnel on all relevant matters

Qualifications:
- Bachelor's degree, preferably in Business, Finance or Accounting
- 4-7 years of experience in the investment management field with a strong focus on investment compliance
- Keep abreast of applicable laws and SEC rules for a registered investment adviser and registered investment companies
- Possess working knowledge of investment strategies and trading of fixed income products
- Ability to interact professionally at all levels of a tightly-integrated team, including portfolio managers and traders
- Quick learner, strong attention to detail and the ability to function independently
- High degree of technical aptitude

How to Apply:
Please visit https://doubleline.com/openings/. DoubleLine Group LP is an Equal Opportunity Employer.

March 2019 Job Bulletin

DoubleLine **Credit Analyst, Investment Grade** **Los Angeles, CA**

Position Overview:
The Investment Grade Credit Analyst will perform fundamental credit analysis on several industries and the companies within those industries. The analyst will support the investment decision-making process of the Investment Grade portfolio managers within the Global Developed Credit Group through the analysis, recommendation and monitoring of investment grade bonds.

Job Functions:
- Perform detailed fundamental credit analysis and assess relative value within assigned industries to identify attractive primary and secondary investments
- Develop investment recommendations and proactively communicate investment ideas by initiating discussions with portfolio managers and participating in group meetings
- Create and maintain financial models and credit memos, actively engage with sell-side and buy-side market participants, and conduct diligence calls with management teams and expert consultants
- Regularly present research and investments recommendations to the Credit Committee and communicate credit updates to investment team

Qualifications:
- Bachelor's Degree required
- MBA and/or CFA designation preferred
- 5+ years of experience analyzing investment grade corporate bonds
- Existing relationship network with both sell-side and buy-side
- Sound accounting knowledge and strong financial modeling skills
- Excellent interpersonal skills and team orientation
- Effective written and verbal communication skills
- Strong integrity and professionalism

How to Apply:
Please visit https://doubleline.com/openings/. DoubleLine Group LP is an Equal Opportunity Employer.

March 2019 Job Bulletin

DoubleLine | **Credit Analyst** | **Los Angeles, CA**

Position Overview:
The Credit Analyst will support the investment decision-making process of the Global Developed Credit Group (GDC) through the analysis, recommendation and monitoring of high-yield bonds and leveraged loans.

Job Functions:
- Perform detailed fundamental credit analysis and assess relative value within assigned industries to identify attractive primary and secondary investments
- Create and maintain financial models and credit memos, actively engage with sell-side and buy-side market participants, and conduct diligence calls with management teams and expert consultants
- Assess risk/return in a range of portfolio strategies, including total return, high-income and CLOs
- Regularly present research and conclusions to the Credit Committee and communicate credit updates to investment team

Qualifications:
- Bachelor's Degree required
- MBA and/or CFA designation preferred
- 7+ years of experience analyzing high-yield corporate bonds and leveraged loans
- Existing relationship network with both sell-side and buy-side
- Outstanding initiative and a strong work ethic
- Excellent interpersonal and communication skills

How to Apply:
Please visit https://doubleline.com/openings/. DoubleLine Group LP is an Equal Opportunity Employer.

The above statements are intended to describe the general nature and level of work being performed. They are not to be construed as an exhaustive list of all responsibilities, duties and skills required. All employees may be required to perform duties outside of their normal responsibilities from time to time, as needed, to meet the ongoing needs of the organization.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

First Quadrant | **Associate, Compliance Officer** | **Pasadena, CA**

Company Overview:
First Quadrant (FQ) is an innovative investment management firm that specializes in servicing institutional investors around the globe through alternative approaches to macro-oriented global investing. FQ's mission is to impact lives thru unique investment insight. We seek to improve the quality of retirement for firefighters, police officers, teachers, autoworkers, and others, as well as aid in the advancement of the social goals of universities and foundations by growing their financial resources. Founded in 1988, First Quadrant is headquartered in Pasadena, CA.

For more information on First Quadrant, please visit https://www.firstquadrant.com.

Role Overview:
First Quadrant is hiring a talented and dynamic Compliance Associate, who demonstrates strong initiative, ownership, teamwork, and problem solving skills. This role reports directly to our Chief Compliance Officer.

Who will love this job:
- A self-starter, you find process in ambiguity, and strive to be ahead of the curve, yet have the judgment and experience to know when to escalate
- Ethical, you operate with the highest standards of integrity and values
- A Planner, you are detailed oriented, and future oriented, planning ahead to meet time sensitive deadlines
- A Collaborator, you lead with generosity, are skilled at working cross-functionally, and enjoy working outside your lane to 'win as a team'

What You'll Do Day-to-Day:
- Identify, interpret, monitor, and maintain client-directed and regulatory portfolio guidelines and restrictions utilizing Eze automated investment compliance monitoring module
- Manage, prepare, and issue client-mandated compliance reports and certifications
- Collaborate with First Quadrant's internal departments to identify, and resolve compliance issues
- Actively participate in First Quadrant's general compliance monitoring and testing efforts
- Project manage strategic initiatives and the implementation of new systems; as well as research regulatory changes and requirements

What You'll Bring:
- Bachelor's degree and 3+ years related experience and/or training within the investment management industry

March 2019 Job Bulletin

First Quadrant | Associate, Compliance Officer | Pasadena, CA

What You'll Bring (cont'd):

- 3-5 years of experience in performing portfolio guidelines compliance functions, including, but not limited to, rule coding and monitoring using an automated investment compliance monitoring system (preferably the compliance module of Eze OMS)
- Experience in identifying, analyzing and interpreting investment guidelines, rules, and restrictions specified in client investment management agreements (IMAs), prospectuses, the Investment Company Act of 1940, and the Undertakings for Collective Investments in Transferable Securities (UCITS) rules
- Solid understanding of the Investment Advisers Act of 1940 and the Investment Company
- Act of 1940, as well as their underlying rules. A working knowledge of CFTC and NFA rules is also preferred
- Excellent organization skills and strong attention to detail

Pay, Perks & Such:

- At First Quadrant, we love to celebrate our diverse group of hard working employees. We pride ourselves on our collegial, collaborative and, cerebral culture that is pervasive throughout every step of First Quadrant employee's journey
- We offer a full slate of benefits including competitive compensation, medical, dental, vision, life, AD&D and disability coverages, Long Term Care, FSA, HSA, and a generous 401(K) plan, learning and development stipends, onsite fitness center, & even a convenient dry cleaning service
- We value diversity and believe in forming complementary teams where everyone can be authentic. We encourage people from underrepresented backgrounds and different industries to apply. Come join us

We are proud to be an equal opportunity workplace. We do not discriminate based upon race, religion, color national origin, sex, sexual orientation, gender/identity expression, age, status as a protected veteran, status as an individual with a disability, pregnancy, genetic information or an other applicable legally protected characteristics.

How to Apply: Please send submissions to careers@firstquadrant.com

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

First Quadrant **Associate, Client Service** **Pasadena, CA**

Company Overview:
First Quadrant (FQ) is an innovative investment management firm that specializes in servicing institutional investors around the globe through alternative approaches to macro-oriented global investing. FQ's mission is to impact lives thru unique investment insight. We seek to improve the quality of retirement for firemen, policemen, teachers, autoworkers, and others, as well as aid in the advancement of the social goals of universities and foundations by growing their financial resources. Founded in 1988, First Quadrant is headquartered in Pasadena, CA.

For more information on First Quadrant, please visit: https://www.firstquadrant.com.

Role Overview:
First Quadrant is hiring a Client Service Associate passionate about maximizing impact for our Clients, and providing an exceptional experience for every customer.

Who will love this job:
- A Client Advocate, you are a trusted, strategic, results-driven advisor to our Clients. You thrive when going above and beyond to ensure an exceptional experience for every customer
- A Collaborator, you lead with generosity, are skilled at working cross-functionally, and enjoy working outside your lane to 'win as a team'
- A Communicator, you are articulate, presenting with maturity and credibility, you know how to tailor your message to your audience

What You'll Do Day-to-Day:
- Develop client materials, including performance attribution, product education, & product positioning
- Manage special projects that enhance client relationships and retention
- Respond to Client due diligence requests in a comprehensive, succinct, and time-sensitive manner
- Create detailed customized client reporting, including development of cross selling materials
- Work closely with Research, Accounting, Risk Office, Relationship managers, Consultant Relations, Compliance and Trading to keep abreast of current processes, procedures, and firm initiatives
- Partner with Clients and Consultants to ensure the timely receipt and dissemination of client related information
- Prepare analytic materials, including charts and graphs for use in client related presentations. · Onboard separately managed and fund Clients

What You'll Bring:

Bachelor's degree or equivalent, 3+ years in Client Services, and 5-7 years of experience in Investment Management

March 2019 Job Bulletin

First Quadrant | Associate, Client Service | Pasadena, CA

What You'll Bring (cont'd):

- Strong analytic skills, writing ability, detail orientation
- Demonstrated ability to work autonomously, while effectively liasing with and responding to client, prospects and colleagues
- Project management mind-set, and the demonstrated ability to shepherd tasks and complex, projects to completion within tight deadlines.
- Market awareness and intermediate to strong Investment knowledge required, familiarity with derivative instruments preferred
- Skilled at creating presentations and utilizing Microsoft Office, Satuit (CRM), accounting and reporting systems, in-house performance software, software and download connections with proxy vendors

How to Apply: Please send submissions to careers@firstquadrant.com

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

GlobeFlex Capital | **Quantitative Investment Analyst** | **San Diego, CA**

Company Overview:
GlobeFlex Capital, an employee-owned global equity manager, located in San Diego, California, is looking for an investment analyst with basic quantitative experience. The successful candidate will join our investment team, which is currently managing over $4B in assets for institutional clients across the global equity market. The position requires 2-4 years of relevant finance experience, with knowledge of equity markets (international a plus), fundamental factor research, and familiarity of risk models and optimizers. Client servicing and communication skills are also a plus. In addition, candidates should be able to work well in a team, be highly self-motivated with the ability to execute independently.

Responsibilities include:
- Develop new ideas and participate in fundamental factor, construction and other related research projects
- Participate in enhancing and developing overall portfolio strategy
- Coordinate information and data for the investment team decision making
- Potential for client and consultant interaction

Candidate Qualifications:
- Strong work ethic, highly organized, ability to multi-task, detail-oriented, and motivated to excel
- Team focus
- 2-4 years of relevant finance experience
- An understanding of company financial statements and the role fundamentals play in the success of individual companies
- Basic familiarity with quantitative techniques, risk models and optimizers
- CFA designation candidates and/or MBA with FactSet experience is desired

How to Apply: Please send resumes to James Peterson, jpeterson@globeflex.com

March 2019 Job Bulletin

Gurtin Municipal Bond Management | **Client Service Associate/New Accounts - Operations Department** | **San Diego, CA**

Company Description:
Gurtin Municipal Bond Management, a PIMCO company, is an investment management firm founded on a simple premise: Do what you do best, and never settle. Serving high and ultra-high net-worth individuals, we provide focused expertise in managing investment-grade municipal portfolios that generate tax-free income. As of December 31, 2018, combined municipal assets under management across Gurtin and PIMCO totaled $38 billion. Recognized as a “Top Workplace” for the past three years in a row by the San Diego Union-Tribune, we offer a unique culture that combines the casual and collaborative work environment of the West Coast with the intensity, sophistication, and professionalism of Wall Street, and are always looking to invest in talented individuals who will excel at Gurtin. (Learn more about the Top Workplace award and selection methodology.)

Job Description:
Voted a Top San Diego Workplace for three consecutive years (2016 – 2018), Gurtin Municipal Bond Management, a PIMCO company, is an investment management firm seeking a New Accounts Associate for our Solana Beach Office. Gurtin is a leader is the municipal asset class with combined municipal assets of $38B AUM as of December 31, 2018. We are seeking a motivated candidate to join our premiere client service team, which annually receives the highest ratings from our impressive client list of top RIA’s and ultra-high net worth investors.

The Client Service/New Accounts Associate (CSA) will report to the Head of Account Implementation and will act as liaison between the firm, its’ clients, and the investment advisors. The Associate will primarily be responsible for a variety of tasks including: fulfilling new account administration initiated by Clients and Advisors, maintaining client information using CRM applications, and working towards the team’s goal of deepening the trust our clients have placed in the firm. The ideal candidate is an energetic team player with exceptional communication skills, who is experienced with on-boarding high net worth clients and actively working with custodial platforms. With strong training and mentorship from our experienced staff, the professional will have an opportunity for career growth in our dynamic team that we describe as the "gold standard" in client service.

Principal Duties and Essential Functions:

- Assist, coordinate, and document all aspects of the new account opening process including pre-filling new account custodial paperwork and investment management agreements, confirming accurate completion of client documents, and reviewing account set up for accuracy
- Communicates progress and confirms task completion to Clients and Advisors
- Document and maintain information using CRM applications including client data, portfolio records, & reporting

March 2019 Job Bulletin

Gurtin Municipal Bond Management	Client Service Associate/New Accounts - Operations Department	San Diego, CA

Principal Duties and Essential Functions (cont'd):

- Takes initiative in problem solving to resolve higher-level account complications and sensitive client interactions
- Efficiently assists team in development, documentation and maintenance of firm processes and procedures
- Interface with various teams within the firm – including firm management – to resolve and follow up on client requests and issues, as well as provide support as needed
- Assist in general administrative duties such as answering phones, directing phone calls, and duties as needed

Requirements/Qualifications:

- BA/BS with a strong academic record
- Minimum 3 years of experience in the Client Service arena or within financial services
- High degree of accuracy, detail orientation and strong problem-solving skills
- Ability to take direction from multiple parties, work independently, balance multiple deadlines, and remain detail oriented and well organized

Preferred Qualifications:

- Mature, innovative, self-starter with a strong aptitude to learn, willingness to take ownership of areas of responsibility, and strong desire to successfully see tasks from start to finish
- High level of professionalism, exceptional verbal and written communication skills, and a "client first" attitude
- Strong interpersonal and problem-solving skills with the ability to work effectively in and contribute to a dynamic, fast paced team environment
- Proficiency in Excel, Word, and Outlook
- Experience with Microsoft Dynamics CRM

How to Apply: Please visit website for more information https://theapplicantmanager.com/jobs?pos=GU307

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Hotchkis and Wiley | **Research Associate** | **Los Angeles, CA**

Company Overview:
Hotchkis & Wiley is an institutional asset management firm overseeing U.S. and global value equity and high yield portfolios for clients worldwide. The firm currently manages approx. $30 billion in assets and is majority owned by its management and employees. For more information refer to our website, www.hwcm.com.

Position Description:
Hotchkis & Wiley is seeking a highly motivated individual to become part of our Research Associate Program. The Research Associates support our Investment Team, which currently consists of 22 members. The program is a two year program (which the company may extend to three years) and would provide an excellent foundation for someone who wants to eventually become an equity analyst or portfolio manager for an institutional asset management firm. While this program was originally designed to give pre-MBA candidates the unique opportunity to experience the asset management business prior to Business School, we will not discount applications from interested MBA or MFin candidates whom we believe would derive benefit from our program. Note that the applicant must be able to legally work in the U.S. without sponsorship.

The Research Associate will work together with our equity analysts/portfolio managers in conducting in-depth fundamental research for companies within one or more industries, including financial modeling and preparation of investment memos. The position is located in Los Angeles.

Specific Responsibilities Include:
- Research and analyze potential investments and monitor current portfolio investments
- Construct and maintain detailed financial models including long term projections and valuation estimates
- Engage with company management as well as conduct calls and meetings with analysts and industry experts
- Compose investment updates and assist in creation of detailed investment presentations
- Understand and incorporate relevant economic and industry trends
- Provide analysis for client service as needed

Skills & Experience Required:
- Bachelor's Degree (CFA a plus) with excellent academic credentials
- A passion for equity investing combined with creativity, integrity, and intellectual honesty
- Strong analytical and quantitative skills, including intermediate knowledge of Excel, accounting and finance. Experience with Bloomberg a plus
- 2-5 years of relevant experience in investment banking, accounting, or related financial services
- Good communication skills, particularly written
- Team oriented individual who is willing to take the initiative and accept increasing responsibility

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Hotchkis and Wiley	Research Associate	Los Angeles, CA

How to Apply:
Qualified candidates may apply by emailing a resume and cover letter to human.resources@hwcm.com

Hotchkis & Wiley is an Equal Opportunity employer (EEO), and all employees and applicants will be entitled to equal employment opportunities when employment decisions are made. Hotchkis & Wiley will take affirmative action to recruit, hire, train and promote individuals in all job classifications without regard to race, religion, color, age, sex, national origin, citizenship, pregnancy, veteran status, sexual orientation, physical or mental disability, gender identity, or membership in a historically under-represented group.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Impax Asset Management | **Intermediary Sales, Business Development** | **West Coast**

The Company:
Impax Asset Management LLC, formerly Pax World Management LLC, is investment adviser to Pax World Funds and a pioneer in the field of sustainable investing. The firm offers a diverse lineup of mutual funds and separate accounts focused on the risks and opportunities arising from the transition to a more sustainable global economy. Each Pax strategy integrates environmental, social and governance (ESG) research into the investment process to better manage risk and deliver competitive long-term investment performance. Since 1971, we have made it possible for investors to pursue financial returns while aligning their investments with their values. Headquartered in Portsmouth, New Hampshire, we serve the investment needs of individuals, financial advisors and institutional investors. Our rapidly growing company of approximately 55 employees, offers a friendly, collaborative and professional work environment.

Opportunity:
Impax Asset Management LLC, investment adviser to Pax World Funds, and a pioneer in the field of sustainable investing, is seeking an intermediary sales professional to develop business in the West Coast region. This position will report directly to the Vice President, Intermediary Business Development.

Qualifications:

- Proven sales / wholesaling experience in developing and managing intermediary relationships in the West Coast region
- Established relationships with RIAs, financial advisors, broker-dealers, banks, and other intermediaries
- Strong communication, time management and territory management skills
- Seven plus years proven business development experience in the West Coast region
- Highly motivated and a team player
- Experience in Sustainable / ESG / Impact investing field preferred
- Highest standards of personal honesty and integrity
- Bachelors' degree required (advanced degree or professional designation preferred)
- Series 7 and 63 licenses required

Compensation:
Impax Asset Management provides competitive compensation and benefits packages commensurate with experience. We are an equal opportunity employer committed to high standards of corporate social responsibility, both in our investment approach and in the way we try to conduct our own business. Women and minorities are encouraged to apply.

How to Apply: Visit the website for more information https://paxworld.com/opportunities/intermediary-sales-business-development-asset-management/

March 2019 Job Bulletin

Meketa Investment Group **Research Analyst, Fixed Income** **Carlsbad, CA**

Position Summary:
The Research Analyst is a member of the Public Markets Manager Research Team, the group within Meketa that performs due diligence on equity, fixed income, and hedge fund managers. The primary responsibility of the analyst is to research and analyze fixed income investment managers. The individual will work with the firm's consultants and other investment professionals and provide investment recommendations to the firm's clients. The position is based in our Carlsbad, CA office.

Essential Responsibilities:
- Meet with and evaluate the capabilities of fixed income managers
- Identify promising new managers in the relevant asset class
- Draft comprehensive manager meeting notes and prepare manager analyses
- Present manager analyses at team meetings and critique the analyses of others
- Prepare presentation documents and assist with recommendations to clients
- Monitor the performance of managers with existing client investments
- Write client memos on managers as required
- Present manager search documents to clients as required
- Prepare research and updates on the relevant asset class

Desired Experience:
The Research Analyst is expected to have general investment knowledge and familiarity with the investment consulting and investment management industries. Candidates should possess 3 to 5 years of relevant investment experience. The candidate should have a strong understanding of equity and fixed income markets and be highly motivated. An individual who is a committed team player, has strong communication skills, is well organized and is willing to learn, and is detail-oriented, are other desirable attributes.

Required Skills, Experience, Knowledge:
- Minimum of 3 years of relevant work experience in the investment industry
- Bachelor's degree required
- MBA and CFA charterholder or candidate preferred
- Strong analytical and quantitative skills
- Superior writing, presentation, communication, and interpersonal skills
- Solid computer skills including facility with Microsoft Word and Microsoft Excel

How to Apply: Please send resume with cover letter for the position and location for which you are applying via e-mail to: RecruitingRE@meketagroup.com

March 2019 Job Bulletin

How to Apply (cont'd):
Meketa Investment Group, Inc. is an Affirmative Action/Equal Opportunity Employer. Applicants are considered for all positions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age, marital or veteran status, or the presence of a non-job-related disability.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Meketa Investment Group | **Performance Analyst** | **Westwood, MA**

Position Summary:
The Performance Analyst must be capable of working with MIG's more complex client relationships. The Performance Analyst will also work with other MIG departments to ensure proper work flow, recommend and initiate work flow improvements, and increase inter-department communication.

Job Requirements:

- Bachelor's Degree in Finance, Economics, or related field
- Progress towards CFA designation preferred
- Ability to gather, organize, and coordinate data from disparate sources
- Excellent quantitative skills with strong knowledge of investment statistics
- Facility with spreadsheet programs and word processing software
- Demonstrated skill at analyzing, evaluating, and reviewing quantitative information, with a high degree of accuracy
- Excellent attention to detail and organized work habits
- Ability to work efficiently and accurately under time pressure
- Ability to work well with others both internally and externally
- Familiarity with financial and statistical concepts
- Ability to work independently using prudent judgement and to pro-actively seek out new projects

Responsibilities:

- Independently gather, organize, and verify financial data related to client accounts and investment managers and strategies
- Apply knowledge of economic indicators, investment markets, attribution and benchmarks to analysis of investment results
- Maintain and update regularly databases of investment information
- Calculate and verify client-related investment data and statistics
- Produce client-ready data for quarterly and monthly reviews, including reviewing data for accuracy and reasonableness
- Investigate and resolve performance discrepancies; reconcile and validate results, ensuring that asset transfers and prices are appropriately reflected
- Collaborate on the development of internal indices and analytical tools
- Work with Investment Analysts and Consultants with special projects as needed
- Fulfill any and all other duties deemed necessary by management

March 2019 Job Bulletin

Meketa Investment Group | Performance Analyst | Westwood, MA

Measures of success:

- Accuracy and timeliness of client-related work product
- Level of proficiency with internal proprietary software, as well as external data providers such as Bloomberg, Thomson Reuters, and Morningstar Direct
- Level of effectiveness in interacting with external data suppliers (custody banks, investment managers)
- Contribution to improvements in the efficiency of the company's data oriented processes and procedures
- Maintenance of good working relationships with other employees
- Levels of satisfaction of Investment Analysts and Consultants as users of the Performance Analyst's services

How to Apply: The position is located in our Carlsbad, CA office. Please send resume with cover letter via e-mail to: RecruitingSD@meketagroup.com

Meketa Investment Group, Inc. is an Affirmative Action/Equal Opportunity Employer. Applicants are considered for all positions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age, marital or veteran status, or the presence of a non-job-related disability.

March 2019 Job Bulletin

PIMCO **Account Associate/Analyst** **Newport Beach, CA Austin, TX and New York, NY**

Job Description:
The Account Associate Group serves a unique and dynamic role that is based around the core responsibility of servicing PIMCO's institutional clients. The individuals that make up this team work within the broader account management group to ensure delivery of the highest level of service to clients. The primary responsibility of the associates and analysts is to work alongside account managers as part of dedicated relationship teams, gathering, analyzing, and discussing economic and fixed income trends, evaluating portfolio structures and strategies, and delivering performance attribution analyses. In addition to client servicing responsibilities, most members of the group participate in the Chartered Financial Analyst (CFA) program through the CFA Institute.

Key Relationships:
PIMCO Investment Professionals including other members of the Account Management Group, Product Managers and Associates, and Portfolio Managers and Trade Assistants Current and prospective clients

Major Responsibilities:
- Gather, analyze, and discuss market trends and data with colleagues and clients
- Analyze portfolio characteristics in the context of broader investment themes
- Evaluate risk reports, perform attribution research and conduct scenario analysis
- Create customized client reports and respond to ad-hoc inquiries
- Draft internal presentations and prepare client-servicing materials
- Summarize and explain complex financial and economic concepts to educate clients

Position Requirements:
- Demonstrated proficiency with Microsoft Excel and strong knowledge of software applications in general, including but not limited to index-provider databases, query tools and Bloomberg
- Self-starter, ability to work within the firm's demanding and highly focused environment
- Outstanding relationship building skills
- Ability to clearly articulate analysis, written and verbally
- Knowledge of fixed income securities and portfolio management techniques
- Work effectively with all levels of personnel as part of a team
- Excellent time management, multi-tasking, organization and communication skills
- Clear commitment to PIMCO's culture, values and approach

Education:
Must possess a four-year college degree with a preferred major in Business/Finance, Economics, or Accounting
Progress toward the CFA designation is a plus

March 2019 Job Bulletin

PIMCO	Account Associate/Analyst	Newport Beach, CA Austin, TX and New York, NY

Account Analyst:
Ideal candidates should have 0-2 years of experience in the financial services industry and a strong interest in fixed income and economics. College internships in finance, client-oriented roles are preferred.

Account Associate:
Ideal candidates should have 2-4 years of experience in financial services, asset management, investment banking or accounting. A strong background and/or interest in fixed income and economics is important. Ideal candidates are familiar with fixed income instruments and the economic underpinnings of the fixed income asset class.

How to Apply: Visit the website for more information
https://careers.pimco.com/?_ga=2.172733923.1755206734.1548879376-594517809.1534796618

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

PIMCO | **Portfolio Risk Manager** | **Newport Beach, CA**

Company Overview:
We are PIMCO, a leading global asset management firm. We manage investments and develop solutions across the full spectrum of asset classes, strategies and vehicles: fixed income, equities, commodities, asset allocation, ETFs, hedge funds and private equity. PIMCO is one of the largest investment managers, actively managing more than $1.66 trillion in assets for clients around the world. PIMCO has over 2,500 employees in 14 offices globally. PIMCO is recognized as an innovator, industry thought leader and trusted advisor to our clients.

PIMCO is one of the world's premier fixed income investment managers with thousands of professionals around the world united in a single purpose: creating opportunities for our clients in every environment. Since 1971, we have brought innovation and expertise to our partnership with the institutions, financial advisors and millions of individual investors who entrust us with their assets. We aspire to cultivate performance and leadership through empowering our people, diversity of thought, and a commitment to an inclusive culture that engages in our global communities.

Job Description:
PIMCO is recruiting for a Risk Manager to join the Portfolio Risk Management Team in our Newport Beach office.

This position is based in Newport Beach reporting to the Global Head of Portfolio Risk Management with a primarily focus on fixed income based portfolios. This risk manager will work to identify top investment themes and risks in the portfolios and analyze how they are expressed, sized, and managed.

The Risk Manager is responsible for
- Assessing portfolio strategies including reviews of risk positioning relative to client risk and return objectives
- Partner with portfolio managers in the review of portfolio construction and concentrations
- Engage with portfolio managers and credit analysts in analyzing investment risks and identifying potential risk scenarios
- Construct stress test scenarios and provide analysis of tail risks in portfolios
- Utilize analytical tools to understand portfolio betas and to identify correlated positions
- Partner with internal teams such as analytics and technology to improve and extend existing tools and capabilities

How to Apply: Candidates can apply to the job directly on the PIMCO website
https://careers.pimco.com/careers/Folderdetail?folderId=25348

March 2019 Job Bulletin

Thornburg Investment Management | **Regional Associate** | **Santa Fe, NM**

Company Overview:
Thornburg Investment Management is a privately owned global investment firm offering a range of solutions for investors around the world. Founded in 1982 and headquartered in Santa Fe, NM, we manage U.S. mutual funds, separate accounts for high-net-worth investors and institutional accounts, and UCITS funds for non-U.S. investors.

At Thornburg, it's more than what we do; it's how we do it. A flexible perspective built on collaboration and cross-pollination of ideas, an unconventional approach to portfolio construction, and a reputation of integrity are important aspects of how we do business. Far from the groupthink of Wall Street, Thornburg is positioned to offer a different point of view and a broader frame of reference in our global search for relative value opportunities.

Job Description:
The primary responsibilities of the Regional Associate are to support the team's business-related activities in sourcing new business and fostering relationships with institutional prospects, with a primary focus on corporate and public plan pension sponsors, as well as endowments/foundations and health care plans. The Regional Associate will develop and maintain relationships with institutional consultants and service Thornburg's existing client base within a specified region in the US. The Institutional Regional Associate will also facilitate market intelligence projects in support of sales team activities and, as appropriate, help coordinate the group's cross-territory activities along with the internal communications related to those activities.

Duties and Responsibilities:
Assist in managing the sales process to grow institutional AUM:

- Support the identification and cultivation of new business prospects, helping to initiate and develop new business opportunities
- Assist in leading new business meetings and associated strategy development/preparation, and helping to close sales
- Plan on-site new business-related meetings. When appropriate, the institutional Regional Associate may be asked to play an active participant role in the meetings through facilitation activities with internal stakeholders
- Act as secondary contact for Thornburg's larger consultant and client relationships in support of the Regional Director and Managing Director
- Continual servicing/enhancement of existing consultant and client relationships
- Develop strong relationships with internal partners (investments, compliance, operations, and marketing) to facilitate best in class service and issue resolution

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Thornburg Investment Management | Regional Associate | Santa Fe, NM

Duties and Responsibilities (cont'd):

- Utilize FactSet, Advent/APX, and Bloomberg to extract portfolio, security level, and market data to prepare analysis of portfolio performance and characteristics for internal and external use, including attribution analysis, "cheat sheets" and other ad hoc reports as needed
- Assist with a portion of the scheduling for the Regional Director and Managing Director
- Screen for new institutional sales opportunities/mandates via various subscription services
- When appropriate, meet face-to-face with existing and prospective clients to discuss investment strategies. Act as a liaison between the investment team and the institutional consultant and plan sponsor channels
- Represent Thornburg's institutional group at conferences and various client events

Minimum Experience and Formal Requirements:

- Proficient in Microsoft Excel, PowerPoint, and Word
- A solid understanding of financial markets and/or strong interest and aptitude
- Ability to work and interface with clients on time sensitive request
- Active FINRA Series 7 & 63/66 required
- Bachelor's Degree required; Business or Finance Degree preferred
- Progress toward CFA designation a plus
- Previous experience in financial services a strong plus

Personal Characteristics:

- Presence and aptitude required to effectively interact with sophisticated institutional investors:
- Capacity to effectively manage and deliver on multiple tasks/projects
- Ability to identify internal and external client needs/expectations and propose solutions, leveraging strong active listening and related skill sets
- Demonstrated ability to adapt to new internal/external client information and situations
- Sound judgment, problem solving and organizational skills
- Highly effective communication (verbal and written), collaboration and influencing skills
- Driven to achieve firm and client priorities, with motivation, enthusiasm, perseverance and resilience as hallmark personal traits
- Capacity to effectively manage and deliver on multiple tasks/projects
- Strong interpersonal skills that enable effective initial rapport-building with internal and external clients
- Ability to establish genuine, collaborative long-term relationships with internal and external clients
- Demonstrates high ethical standards in all interactions
- Evident investment market acumen and interest

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Thornburg Investment Management	Regional Associate	Santa Fe, NM

Personal Characteristics (cont'd):

- High level of accountability and drive

Physical Requirements:

- Ability to work at a computer for an extended period of time
- Position is located in Santa Fe, NM - ability to travel; up to 25% of the time

Santa Fe is the capital of New Mexico. Founded in 1610 and nicknamed "The City Different," Santa Fe captures hearts and minds with its museums, restaurants, theater, opera, and adobe-style architecture. With an average of over 300 sunny days per year and picturesque landscape, it's no wonder that outdoor activities such as skiing and hiking in "The Land of Enchantment" attract visitors from around the world.
Thornburg believes that diversity and inclusivity are vital to positive long-term success for our strategies and the firm's broader business outcomes. We are proud to be an equal opportunity employer. All qualified applications receive consideration for employment without regard to race, creed, color, religion, sex, gender, gender identity, sexual orientation, marital status, national origin, disability, age, or veteran status. The firm provides annual progress reports to the investment management team, shareholders, and executive management to highlight multiple diversity and inclusivity metrics and continually work to bring awareness to the importance of this issue.

How to Apply: Please visit website for more information
https://chu.tbe.taleo.net/chu02/ats/careers/v2/viewRequisition?org=THORNBURG&cws=40&rid=400

March 2019 Job Bulletin

TriLinc Global **Director of ESG and Impact** **Manhattan Beach, CA**

Position Summary:
This position will report directly to the Chief Investment Officer and is a key member of the investment team with responsibility for leading the ESG and impact efforts of TriLinc Global, LLC. Together with the Chief Investment Officer (CIO), the Director of Marketing and the Chief Executive Officer (CEO), the Director of ESG and Impact will be responsible for the overall impact strategy at both the corporate and individual fund(s) level.

Responsibilities:

- Assist in performing all tasks necessary to achieve the organization's mission and help execute growth plans
- Represent TriLinc in a manner that is consistent with our purpose, mission, vision and values
- Participate in overall strategy discussions for TriLinc Global to ensure we meet our goal of becoming a multi-billion dollar investment company
- Participate in industry discussions and stay current on market research to develop and implement an overall, scalable global sales strategy for TriLinc Global looking forward to the next 10 years

Lead TriLinc's ESG Efforts

- Drive the TriLinc ESG strategy, methodology and processes to ensure that TriLinc remains best-in-class. This includes continuously evolving ESG policies and practices, and staying current on the activities of other firms' activities in the industry
- Continued development and refinement of TriLinc's Industry Position Statements, which will help to guide the investment team's screening of potential investments, will provide guidance to other industry professionals regarding TriLinc's positions on various "sensitive" ESG issues
- Oversee and lead the education effort with Investment Partners to ensure they are well educated regarding TriLinc's policies and procedures, and that there is an appropriate and consistent implementation of TriLinc's ESG policies
- Serve as the sustainability and impact analyst for all Category A investments and select Category B investments
- Manage the Sustainability and Impact analyst team

Lead TriLinc's Impact Tracking and Reporting Processes

- Drive the TriLinc impact strategy, methodology and processes to ensure that TriLinc remains best-in-class in the Impact Investing industry. This includes continuously defining, redefining and staying current on the activities of other firms' activities in the industry
- Develop, implement and maintain all impact-related practices, policies and procedures for TriLinc and its fund family

March 2019 Job Bulletin

TriLinc Global Director of ESG and Impact Manhattan Beach, CA

Responsibilities (cont'd):

- Working with TriLinc's partners, develop and implement impact tracking, reporting and verification processes that are appropriate to the individual fund(s) impact goals and objectives
- Serve as a member of TriLinc's Investment Committee (IC) and directly manage TriLinc's impact tracking process to ensure that for each fund TriLinc advises, the Company is meeting our requirements. This includes:
    - Working directly with fund investment partners
    - Working directly with borrower companies, as needed, and as coordinated with
    - the investment partners
    - Managing the ESG and Impact audit process
    - Interfacing with e-Front and other internally used systems
    - Interfacing with IRIS and other external partners
- Directly manage the impact reporting process, working closely with TriLinc's marketing team in the development of sales and investor material, including pro-actively suggesting ideas for more consumptive reporting for fund investors. Materials include, but are not limited to:
    - Interim impact reports
    - Annual impact reports
    - Borrower profiles
    - Website information
    - Other materials as needed or requested
- Eventually, lead the development of TriLinc's "technical assistance" efforts

Investor Communications

- Serve as the key liaison with investors regarding ESG and impact issues, including phone calls, occasional in-person meetings, and webinars
- Participate in the Annual Private Funds Advisory Board meeting to present key data and information regarding the impact of TriLinc's private funds, as well as, trends and developments in the impact investing industry

Industry Representation

- Perform on-going impact-related research (including ESG, sustainable investing, valuesbased investing, etc.) and provide the TriLinc team with periodic summary information and key trend analysis to continue to inform the Company's strategic direction
- Actively participate in the Impact Investing industry, to both inform TriLinc's impact efforts, as well as, to assist in the development of the industry. This includes, but is not limited to:
    - Conference participation o Participation in networking groups o Serving as liaison for TriLinc with industry working groups such as GIIRS, ANDE, IRIS, etc.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

TriLinc Global | Director of ESG and Impact | Manhattan Beach, CA

Responsibilities (cont'd):

- Contributing TriLinc's data to the IRIS data repository

- Lead TriLinc's efforts to maintain its B Corp and UN PRI Signatory status
- Manage the impact-related messaging (internal and external) and positioning for TriLinc Global, LLC, including working with TriLinc's marketing team, contributing to industry research pieces and ensuring that messages are consistently being communicated. • Actively participate in presentations and speaking engagements to help promote TriLinc as an impact industry thought leader

Education and Experience:

- 10+ years business experience.
- Bachelor's degree (B.A.) from four-year institution, MBA preferred

Specific Knowledge and Skills:

- Passion for our mission to create positive impact
- Existing relationships with other impact industry participants
- Preference for prior experience with managed investment products
- Interest in socio-economic development and knowledge of emerging market investing a plus
- Ability to read and interpret complex documents and to respond effectively to sensitive inquiries or complaints
- Ability to make effective presentations on complex topics to senior management and outside stakeholders
- Ability to work across cultures, communicate with colleagues in different time zones and be an effective team player
- Excellent communication skills
- Fluency in foreign languages is a plus

How to Apply:

To apply, submit your resume and cover letter to Chief Operating Officer Scott Hall at SHall@trilincglobal.com

March 2019 Job Bulletin

Verus **Consulting Associate** **El Segundo, CA**

Company Overview:
Verus is an independent, institutional investment consulting firm. Since 1986, we have been working closely with our clients and other professionals to add value to their investment portfolios by providing research driven investment solutions that address their specific needs. Through independent, conflict-free advice and investment expertise, our professionals strive to be the driving force that empowers clients to achieve their investment objectives. We are looking for a talented professional who embodies our firm values of diligence, professionalism, expertise, client service, and collaboration.

We offer a competitive benefits package including medical, dental, life, disability, and vision insurance; 401(k) program with a company match; profit sharing; section 125 cafeteria plan; CFA and other professional certifications sponsorship; 11 paid holidays; and 15 days of paid time off the first year of employment.

In addition, our boutique firm allows us to have an exceptionally convivial corporate culture with opportunities for career development and cross-departmental collaboration. On top of strengthening growth and partnerships in the work environment, Verus promotes happy and healthy living with a variety of employee appreciation initiatives, a good sense of humor, and several company events throughout the year.

Job Purpose:
Verus is in search of an experienced, self-motivated individual to service our institutional client consulting function in our El Segundo, CA office. Candidates should be process-minded, detail oriented, capable, flexible, and focused on their results.

The Consulting Associate acts as the primary resource for Consultant support. Responsibilities include: meeting preparation, investment policy development, asset allocation studies, investment manager coordination, responding to client requests and assisting consultant in new business development.

Prerequisites:
- Bachelor’s Degree in Business required; preferably Finance
- MBA, Masters of Finance, and/or CFA Level II candidacy preferred
- Two or more years of analytical and research experience in a related field
- Solid knowledge of financial investing techniques; knowledge and familiarity with the major markets
- Basic understanding of pensions, defined contribution plans and non-profits

How to Apply:
For consideration, e-mail resume and salary requirements to jobs@verusinvestments.com. No phone calls, please. Verus is an Equal Opportunity Employer.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Verus | **Performance Analyst** | **Seattle, WA**

Company Overview:
Verus is an independent, employee-owned, provider of non-discretionary consulting and discretionary management services to a wide variety of institutional investors, including endowments and foundations, corporate defined benefit and defined contribution plans, public pension plans, and multi-employer trusts. We are headquartered in Seattle, with additional offices in Los Angeles & San Francisco.

Our clients rely on us for the thoughtfulness of our investment research and personalized approach to their portfolios. Through independent, impartial advice and investment expertise, our professionals strive to be the driving force that empowers clients to achieve their enterprise objectives. We are looking for talented professionals who embody our firm values of diligence, professionalism, expertise, client service, and collaboration.

Our boutique culture allows opportunities for career development and cross-departmental collaboration. On top of strengthening growth and partnerships in the work environment, Verus provides a competitive benefits package, and promotes healthy living through work/life quality and flexibility.

Job Purpose:
Verus is in search of a self-motivated individual to join our downtown Seattle office. Candidates should be process-minded, detail-oriented, efficient, flexible, and results-focused.

The Performance Analyst is primarily responsible for entering and maintaining data, producing data and reports, and providing client support.

Essential Functions:

- Enter client performance data using bank statements or verify imported bank data
- Load and maintain various databases, process account transactions effectively
- Perform routine and custom queries in databases, follow proper procedures to minimize errors
- Verify current and historical work for correct entry, accuracy, and proper codes
- Generate quarterly performance reports for client meetings
- Generate monthly updates
- Create custom spreadsheets and analysis
- Keep colleagues informed of the status of the performance reports and other project status
- Collect, reconcile and analyze investment manager returns
- Resolve data issues with custodians and money managers
- Provide input on portfolio performance/attribution

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Verus | Performance Analyst | Seattle, WA

Prerequisites:

- Bachelor's degree required; preferably accounting, finance or business
- Experience in banking, accounts payable/receivable, payroll, or data analysis
- Keen attention to detail and reviewing others' work for accuracy
- Proven time management/project prioritization skills
- Solid knowledge of Microsoft Excel required

How to Apply:
For consideration, e-mail resume and salary requirements to jobs@verusinvestments.com. No phone calls, please. Verus is an Equal Opportunity Employer.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Verus | **Consulting Associate** | **San Francisco, CA**

Company Overview:
Verus is an independent, institutional investment consulting firm. Since 1986, we have been working closely with our clients and other professionals to add value to their investment portfolios by providing research driven investment solutions that address their specific needs. Through independent, conflict-free advice and investment expertise, our professionals strive to be the driving force that empowers clients to achieve their investment objectives. We are looking for a talented professional who embodies our firm values of diligence, professionalism, expertise, client service, and collaboration.

We offer a competitive benefits package including medical, dental, life, disability, and vision insurance; 401(k) program with a company match; profit sharing; section 125 cafeteria plan; CFA and other professional certifications sponsorship; 11 paid holidays; and 15 days of paid time off the first year of employment.

In addition, our boutique firm allows us to have an exceptionally convivial corporate culture with opportunities for career development and cross-departmental collaboration. On top of strengthening growth and partnerships in the work environment, Verus promotes happy and healthy living with a variety of employee appreciation initiatives, a good sense of humor, and several company events throughout the year.

Job Purpose:
Verus is in search of an experienced, self-motivated individual to service our institutional client consulting function in our San Francisco, CA office. Candidates should be process-minded, detail oriented, capable, flexible, and focused on their results.

The Consulting Associate acts as the primary resource for Consultant support. Responsibilities include: meeting preparation, investment policy development, asset allocation studies, investment manager coordination, responding to client requests and assisting consultant in new business development.

Prerequisites:
- Bachelor's Degree in Business required; preferably Finance
- CFA Level II candidacy preferred
- Two or more years of analytical and research experience in a related field
- Solid knowledge of financial investing techniques; knowledge and familiarity with the major markets
- Basic understanding of pensions, defined contribution plans and non-profits

How to Apply:
For consideration, e-mail resume and salary requirements to jobs@verusinvestments.com. No phone calls, please. Verus is an Equal Opportunity Employer.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Voya | **Associate Product Manager** | **New York, NY**

Company Overview:
The Associate Product Manager will support the efforts of the Senior Equity Product Manager and broader product management team, which acts as a liaison between investment, distribution and other internal and external business partners. The primary responsibility the Product Managers is to serve as a product ambassador for Voya's equity products. The individual in this role is expected to be a subject matter expert for the equity team's investment strategies and help champion equity products, providing regular sales/distribution support, product advocacy and competitive insight. This person will work closely with other members of the broader Product team as well as Marketing, Sales, Client Portfolio Managers, and Investment teams to deliver on the highest priority initiatives on the product agenda. This position will support Senior Equity Product Manager within a team dedicated to developing new product, positioning current capabilities, and driving growth across Voya Investment Management's institutional, intermediary and retirement business.

Essential Functions:
- Serve as a subject matter expert/ point of contact for Sales/Distribution for equity specific product-related questions
- Build and maintain an intimate level of knowledge on institutional and retail investment vehicles, providing regular feedback on competitive intelligence and product development opportunities
- Conduct ongoing research and analyze competitor information in support of product positioning, market developments, portfolio performance
- Actively identify product marketing opportunities based on industry trends, current market environment and competitive advantages
- Update and maintain accurate records of current product offerings and attributes
- Collaborate with Senior Product Manager, Sales, Marketing and Investment teams to build and maintain strong, consistent client materials
- Help facilitate and execute on key product initiatives across business functions, including but not limited to, new product launches, sales campaigns
- Support the learning & development for sales training initiatives
- Update / Monitor internal sources to ensure accuracy of product related information

Knowledge, skills & abilities:
- Minimum 3-5 years of investment management experience required, preferably in a Product
- Management/ Investment Specialist type role
- Enthusiasm for the financial markets and investment management; knowledge of fundamental and quantitative equity strategies a plus
- Solid understanding of the institutional and retail marketplace: understanding investment vehicles, client needs, market trends and the competitive landscape

March 2019 Job Bulletin

Voya | Associate Product Manager | New York, NY

Knowledge, skills & abilities (cont'd):

- Strong problem solving and analytical abilities including demonstrated experience with research, data gathering and ability to think strategically
- Strong interpersonal and relationship building skills, with a validated ability to collaborate with diverse, multi-functional teams
- Comfort manipulating and analyzing data sets. Quantitatively oriented, experience producing/ analyzing fund information
- Knowledge of data sources for performance, flows and meaningful competitive information is a plus
- (Morningstar, Lipper, FactSet, Bloomberg, eVestment)
- Concrete understanding of Microsoft Excel, Word, and PowerPoint required
- Strong verbal and written communication
- Excellent Interpersonal, organizational and project management skills
- CFA or interest in working towards one

How to Apply: Please visit https://godirect.wd5.myworkdayjobs.com/voya_jobs/job/NY-New-York-230-Park-Ave/AssociateProduct-Manager_JR0019914 Voya is an equal opportunity employer and we are committed to maintaining a diverse workforce. Voya has been recognized for many of our diversity practices

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Voya **Strategic Analysis Manager** **New York, NY**

Job Description:
As the Strategic Analysis Manager, you will lead and manage market research to inform, influence and support our investment manager's product, marketing and sales strategy across multiple channels (Retail, Institutional and DCIO).

Responsibilities:
- Direct the market research for the investment management organization supporting product, marketing, investments and sales and spanning multiple channels (retail, institutional and DCIO).
- Apply knowledge and experience to update and further research initiatives spanning a wide range of investment management areas including pricing, positioning (product and firm), industry trends (e.g. DB, DC, asset class), investment themes (ESG, Smart Beta) and other ad hoc topics.
- Provide support and contribute to quarterly/regular management needs/initiatives (e.g. AUM, flows, fees, etc. relative to peers) including business intelligence, segmentation and marketing campaign development
- Manage the firm's relationships with research vendors, coordinate research reports purchased, and delivery of reports and information to the organization, working in close partnership with Strategic Sourcing/Procurement

Requirements:
- Strong knowledge of the investment management marketplace, products, and trends within retail,
- institutional and retirement market channels
- Proven experience in market research and competitive analysis projects
- Excellent communication (written and verbal) and relationship management skills; strong presentation skills with ability to articulate complex concepts and influence decision-making.
- Dedicated, proactive and self-motivated with ability and affinity to collaborate with peers and multiple levels within Investment Management and across the Voya organization.
- Strong organizational and analytical skills
- Proficient in industry research and databases (i.e. Strategic Insight, Cerulli, Morningstar, eVestment) with the ability to source relevant data, synthesize themes and present insights
- Management experience. Ability to direct staff and peers to accomplish business goals and develop toward professional goals.
- Able to excel in a dynamic environment
- Bachelor's Degree required, MBA preferred

How to Apply: Please visit https://godirect.wd5.myworkdayjobs.com/voya_jobs/job/NY-New-York-230-Park-Ave/Strategic-Analysis-Manager_JR0019966-1 Voya is an equal opportunity employer and we are committed to maintaining a diverse workforce. Voya has been recognized for many of our diversity practices.

March 2019 Job Bulletin

Voya **Equity Research Analyst, Natural Resources** **New York, NY**

Company Overview:
Voya Investment Management (Voya IM) is a leading active asset management firm. As of September 30, 2018, Voya IM manages approximately $223 billion for affiliated and external institutions as well as individual investors. Drawing on over 40 years of experience and an ongoing commitment to reliable investing, Voya IM has the resources and expertise to help long-term investors achieve strong investment results.

Job Description:
Voya Investment Management is seeking a Research Analyst to join its Value team to generate and maintain coverage of investment ideas in the US Energy and/or Materials sectors. The analyst will work as part of a team to drive the process of stock selection within the US Energy and/or Materials sectors in collaboration with portfolio managers on the platform.

The analyst must possess extensive buy-side, preferably long only, experience following either or both of the US Energy & Materials sectors.

The analyst will develop and communicate investment recommendations based on comprehensive industry and company research, relying on various sources of information including, but not limited to, review of public documents, annual reports, trade journals, networking with industry contacts as well by interaction with senior management teams within the sector. The analyst will aid in the development of a quantitative screen which will be used by the analyst to focus on investment ideas consistent with the underlying investment philosophy of the platform. The analyst will be expected to effectively communicate both in written and oral formats, explain and defend buy and sell ideas to the portfolio managers.

The analyst's performance will be assessed based on his/her alpha contribution to the platform, in addition to subjective considerations.

Experience:
- At least 7-10 years of fundamental equity research experience on the buy-side is required
- Deep and extensive knowledge of the Energy and/or Materials sectors
- A demonstrable track record of success in generating alpha through stock selection
- Comfort with using a quantitative screen to help focus research efforts
- Strong written and oral communications skills with the ability to communicate in a timely and investment relevant manner
- Demonstrated understanding of financial statements and models
- Demonstrated ability to work in a team environment
- MBA/CFA is a plus but not required

March 2019 Job Bulletin

Voya — Equity Research Analyst, Natural Resources — New York, NY

How to Apply: Please visit https://godirect.wd5.myworkdayjobs.com/voya_jobs/job/NY-New-York-230-Park-Ave/EquityResearch-Analyst_JR0019910

Voya is an equal opportunity employer and we are committed to maintaining a diverse workforce. Voya has been recognized for many of our diversity practices.

March 2019 Job Bulletin

Voya | **Director of Quantitative Equity Research** | **New York, NY**

Job Description:
This position has responsibility for setting the research agenda for quantitative equity, including thought leadership in quantitative research, investment ideas, and portfolio design for Voya Investment Management (Voya IM). With a strong background in technical computing and statistics, you will be responsible for accelerating the development and design of new quantitative research and strategies. This will include empirical research into U.S. and global equity market inefficiencies. Must be familiar with fundamental, expectational and market data, have a solid knowledge of asset pricing literature, and strong programming skills. The individual will represent the views of the team across the firm and to the industry at large.

Responsibilities:

- As the senior member of our quantitative research team, you will oversee the design and development of equity investment models by identifying novel investment ideas and new data sources from academia, professional publications, fundamental equity analysts, and peer review
- Represent Quantitative Equity and Voya IM externally (conferences, client meetings, etc.) as an industry authority on customized quantitative solutions to drive business growth in the institutional space
- Create thought leadership content: white papers, investment commentary, product positioning, publication in industry journals, etc.
- Work with quant leadership and product team to develop and implement innovative strategies, products and solutions
- Analyze quantitative portfolios to create actionable recommendations to capture quantitative insights, refine the portfolio construction process, and attribute portfolio return

Who is our ideal candidate?

- 10+ years of experience in quantitative equity research
- Excellent quantitative skills, with an accomplished background in economics, finance, engineering, computer science, or another quantitative discipline. PhD or other advanced degree a plus
- Knowledge of advanced statistical and modeling techniques (i.e. LASSO, Random Forest), unsupervised learning, etc. Experience with alternative data a plus
- Strong programming skills, with experience using a structured programming language and/or statistics package
- A thought leader with excellent communication skills, including the ability to effectively articulate complex financial and mathematical concepts to a variety of audiences
- Expert-level knowledge of market trends and challenges facing institutional clients
- Independent thinker with good economic intuition and demonstrated record of original research
- Inventive problem solver who can conceptualize solutions and drive execution within Voya Investment Management

Voya | Equity Research Analyst, Natural Resources | New York, NY

Who is our ideal candidate? (cont'd)

- Teamwork-oriented collaborator and leader who can build consensus around complex and fluid issues

How to Apply: Please visit https://godirect.wd5.myworkdayjobs.com/voya_jobs/job/NY-New-York-230-Park-Ave/Director-of-Quantitative-Equity-Research_JR0019387

Voya is an equal opportunity employer and we are committed to maintaining a diverse workforce. Voya has been recognized for many of our diversity practices.

March 2019 Job Bulletin

The Walt Disney Company **Associate, Pension & Investments** **Burbank, CA**

Company Overview:
At Disney Corporate you can see how the businesses behind the Company's powerful brands come together to create the most innovative, far-reaching and admired entertainment company in the world. As a member of a corporate team, you'll work with world-class leaders driving the strategies that keep The Walt Disney Company at the leading edge of entertainment. See and be seen by other innovative thinkers as you enable the greatest storytellers in the world to create memories for millions of families around the globe.

The Walt Disney Company, together with its subsidiaries and affiliates, is a leading diversified international family entertainment and media enterprise with the following business segments: media networks, parks and resorts, studio entertainment, consumer products and interactive media. From humble beginnings as a cartoon studio in the 1920s to its preeminent name in the entertainment industry today, Disney proudly continues its legacy of creating world-class stories and experiences for every member of the family. Disney's stories, characters and experiences reach consumers and guests from every corner of the globe. With operations in more than 40 countries, our employees and cast members work together to create entertainment experiences that are both universally and locally cherished.

This position is with The Walt Disney Company, which is part of a business segment we call The Walt Disney Company (Corporate).

Job Summary:
The Corporate Treasury Department functions as an in-house investment bank, financial advisor and investment manager for The Walt Disney Company. Disney's Treasury has an unparalleled reputation for innovative investment management and financial risk management techniques.

The Pension and Investments Group within Corporate Treasury oversees over $20 billion of retirement plan assets encompassing both defined benefit (pension) and defined contribution (401(k)) plans. The company's pension plan is invested in a broad array of diversified investments including domestic and international equities, fixed income and alternative investments (private equity, venture capital, real estate and hedge funds) as well as derivatives and other uniquely detailed security structures. The 401(k) plans are equally well-represented save for the illiquid and derivatives-based instruments that often reside in the alternatives category.

The Pension and Investments Group is a forward-thinking team that seeks to engage its investment mandate with intelligence, prudence and quickness – both in thought and action. Our mission is to select the best investment vehicles and structures on behalf of The Walt Disney Company's retirement plan participants against an ever-changing backdrop of the world's financial markets and economic conditions. This includes viewing and researching the financial markets and its agents (managers, brokers, consultants) with respect and agility, but also doing so inquisitively and skeptically, to make sure the investment partnerships we engage

The Walt Disney Company | Associate, Pension & Investments | Burbank, CA

Job Summary (cont'd):
in today are both beneficial in talent and character to generate the market-beating results net-of-fees needed for tomorrow.

Responsibilities:
The Corporate Treasury Department seeks a highly qualified individual to fill the position of Associate Analyst within the Pension and Investments Group. As an integral member of the Team, the Associate Analyst will be primarily responsible for:

- Overseeing existing investment structures and managers, monitoring market trends on both a real-time and long-term basis, and selecting & incorporating new investment vehicles/managers into portfolios.
- Conducting regular reviews, calls and visits with investment manager(s) and associated consultants/vendors and other skilled business partners to assess the continuing excellence of the manager roster and the associated asset allocation/underlying security construct.
- Reviewing legal contracts (including LPAs, subscriptions documents, side letters, annual MFN review and extension requests) and working with internal/external legal counsel to professionally execute.
- Conducting miscellaneous administrative tasks including capital calls and distributions.
- Developing and executing high-engaged/synthesized presentations/projects to senior management.
- Researching and rendering performance attribution and risk and exposure analyses, as well as engaging in opportunistic market/benchmark/peer evaluations to raise the capabilities of the Group.
- Identifying new investment opportunities and talent to develop a solid bench of skilled managers.

Basic Qualifications:
- Minimum 5+ years of investment experience and hiring expertise devoted to external manager talent gained from working at a sophisticated institutional investor (such as a pension fund, endowment or consulting firm).
- Experience utilizing analytical investment skills and tools applied to advanced investment return and risk problem solving.
- Strong communication skills, both verbal and written
- Enthusiasm for the business/financial markets and institutional asset management
- Proficiency in Microsoft Word, Excel, PowerPoint, Outlook
- Ability to interact comfortably with all levels of management
- Ability to work independently and take ownership of projects and results
- Strong documentation skills with high attention to detail
- Ability to multi-task and be nimble in a changing environment
- Ability to assign priorities to multiple requests for information, while ensuring integrity, accuracy, completeness and timeliness of data

March 2019 Job Bulletin

The Walt Disney Company | Associate, Pension & Investments | Burbank, CA

Basic Qualifications (cont'd):

- Ability to conduct thorough research
- Top notch qualitative and quantitative analysis skills
- A passion for the lingo, nomenclature, practices, and qualities leading to the highest caliber of investment performance. An unwavering ethical, moral and mature business and personal character compass.
- Strong presentation skills and organizational skills

Preferred Qualifications:

- Prior asset management experience in the consulting or plan-sponsor or investment management fields is preferred
- Advanced certifications and training in Excel, Barra, Factset, Bloomberg, and options/futures-related trading
- Any real-time functional investment analytic systems are helpful and/or additional programming capabilities

Required Education:

- BS/BA and MBA required

How to Apply: Visit the website for more information https://jobs.disneycareers.com/job/burbank/associate-pension-and-investments/391/11095563

The Walt Disney Company is an equal opportunity employer. Applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, sexual orientation, gender identity, disability or protected veteran status. Disney fosters a business culture where ideas and decisions from all people help us grow, innovate, create the best stories and be relevant in a rapidly changing world.

March 2019 Job Bulletin

Western Asset | **Securities Operations Manager** | **Pasadena, CA**

Job Description:
This position requires a solid background in global securities operations, including depositary settlements, global market settlements, industry and market practice knowledge of trade instructions and automated system solutions for straight through processing. Working knowledge of investment accounting, reconciliation, client reporting, and performance are also desirable. Eight to ten years experience in a similar environment is preferable. Detailed knowledge of all global fixed income instruments – asset structures, accounting, settlement and reporting – including: cash and money market instruments, structured products and foreign exchange. The individual requires a strong operational risk focus as well as being adaptable to a constantly changing environment; appropriately analyzing the need for process re-engineering of work-flow, and enhancing risk management tools where necessary. It is a necessity to be able to communicate effectively to Western's counterparties and clients and display excellent inter-organizational relations to integrate the department with the organization as a whole. A clear understanding of the impact of issues which may arise and concise articulation of the risks is vital when elevating to senior management. In addition, the incumbent must have quality leadership skills and the ability to motivate others to excel in the pursuit of the organization's goals.

Responsibilities/Duties:
Reporting to the Global Securities Operations Manager based in Pasadena. Managing 17 staff, including 2 supervisors, supporting the following functions:

- Confirmation, trade control, instruction and settlement of all fixed income products including global bond trades, money market instruments and Foreign Exchange (spot and hedging)
- Maintenance of standard settlement instructions
- Interest claims
- Swift application management and control
- Business continuity planning
- Liaise with other offices – support for the global operating model and addressing and resolving queries
- Addressing queries from other departments: Compliance, RFI Group, Auditing assistance
- Managing bank and broker relationships

Management Responsibilities:
Proactive Risk management and Reporting: Manage and report risk in all areas. Identification of cost drivers, managing operational risk, pro-active identification of resource or technology requirements, providing exceptional based risk management reporting.

Staff Training and Development: Identify training requirements, sourcing of relevant internal and external training opportunities. Prepare measurable goals and objectives for all staff. Develop staff skills to support completion of their goals.

March 2019 Job Bulletin

Western Asset | Securities Operations Manager | Pasadena, CA

Management Responsibilities (cont'd):
Securities Operations Optimization: Optimization trade volume sensitivity, operational performance (workflow and application) gap reviews, continual analysis and review of process improvements and seeking economies of scale.

Custodian Bank Knowledge: Custody operations and bank management: cash management, projections, overdraft and debit interest monitoring.

Technology Enhancements / Upgrades: Interface with the technology department to assist drafting, testing and implementation of upgrades to existing systems and new applications.

Audit: Ensure department compliance to all procedures and controls. Add, update and enhance when necessary with the approval of senior management.

Industry and Regulatory Knowledge: Proactive participation and interaction with custodians, brokers and industry user groups to leverage the knowledge and actively control and manage market and regulatory changes.

Competencies:
Eight to ten years experience in a similar environment is preferable. Detailed knowledge of all global fixed income instruments – asset structures, accounting, settlement and reporting – including: cash and money market instruments, structured products, mortgages and emerging markets.

Strong operational risk experience and capabilities as well as being adaptable to a constantly changing environment; appropriately analyzing the need for process re-engineering of work-flow, and enhancing risk management tools where necessary.

Stellar interpersonal skills with proven ability to communicate effectively to Western's counterparties and clients and display excellent interorganizational relations to integrate the department with the organization as a whole.

Proven tracking record in analyzing the impact of issues which may arise and concise articulation of the risks is vital when elevating to senior management.

Excellent team leadership skills and the ability to motivate others to excel in the pursuit of the organization's goals.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Western Asset	Securities Operations Manager	Pasadena, CA

Academic Requirements:
Undergraduate degree in related discipline; strong academic achievements with 3.0 GPA minimum.

How to Apply: Please apply directly at http://www.westernasset.com/us/en/careers/jobs.cfm?group=pm

EQUAL EMPLOYMENT OPPORTUNITY ("EEO") Western Asset Management is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, citizenship, age, marital status, medical condition (including pregnancy and related conditions), physical or mental disability, protected veteran status, and/or any other characteristic protected by law.

March 2019 Job Bulletin

Wilshire Associates Inc. | **Analyst/Sr. Analyst (DOE)** | **Pittsburgh, PA**

Job Description:
Wilshire Consulting is looking to hire an investment Analyst/Sr Analyst (depending upon background and experience) to join its OCIO team. This person will be an integral member of the OCIO team and provide operations and investment support for OCIO functions. This person will work closely with senior team members and will develop professional skills in a variety of areas. We are looking to identity self-motivated individuals with strong academic backgrounds and professional drive.

Key Responsibilities:
- Evaluate investment managers and participate in the selection of managers for client portfolios
- Conduct investment structure analysis for OCIO clients
- Provide investment manager due diligence coverage for OCIO Clients
- Structure quarterly investment analysis reports and executive summaries for board level presentations
- Utilize Wilshire analytic tools for investment and market research
- Assist with OCIO operational functions relating to investment implementations and client-onboarding

Required Skills and Background:
- BA/BS degree required
- High proficiency in Microsoft Office (particularly Excel)
- Quantitative and analytical skills required
- Strong communication skills, both verbal and written
- Ability to work independently and efficiently under time pressure in a fast- paced environment with a special attention to detail.

Preferred Skills and Background:
- Finance, accounting, economics or mathematics majors preferred.
- Up to 3 years work experience in financial, accounting or investment industries
- Participation in the Chartered Financial Analyst (CFA) program

Our Offer:
- An international, dynamic, entrepreneurial work environment
- Competitive compensation package, including a bonus opportunity
- 3 weeks of vacation, 8 paid holidays per year
- 401(k)/Roth 401(k)/Medical/Dental/Vision insurance

How to Apply: Please apply directly at www.wilshire.com. No phone calls please.

Wilshire Associates Incorporated is an Equal Opportunity Employer, Minority/Female/Disability/Veteran. Qualified applicants will receive consideration for employment without regard to the fact or perception of

March 2019 Job Bulletin

Wilshire Associates Inc. Analyst/Sr. Analyst (DOE) Pittsburgh, PA

How to Apply (cont'd):
their race, creed, religion, color, ancestry, national origin, age, sex, sexual orientation, gender identity, domestic partner status, marital status, disability, weight, height, or AIDS/HIV status. Wilshire Associates Incorporated is an SEC registered investment adviser and required to track certain political contributions under Rule 206(4)-5. As such, you may be required to disclose your prior political contributions.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Wilshire Associates Inc. **Quantitative Research Associate** **Santa Monica, CA**

Job Description:
Wilshire Funds Management (FMG) is looking to identify candidates for an Associate position within its Investment Research Team. A division of Wilshire Associates, FMG is dedicated to provide innovative investment solutions in the areas of asset allocation, manager research, portfolio management, and risk management to clients. The Associate will conduct quantitative analysis to support various investment activities in the division. Specifically, he/she will contribute to the development of innovative investment strategies for systematic security selection, risk premia investing as well as for general capital markets research. The person will receive mentoring and support to help grow career expertise in the investment field, and he/she will be encouraged to pursue research ideas of interest with a creative thinking mindset. The individual will report to the Vice President in the Investment Research team within FMG.

Key Responsibilities:

- (50%) Generating, communicating and testing original investment ideas
  - Reviewing cutting-edge researches in the industry or from the academia
  - Designing capital asset market signals and back-testing signal implications
  - Creating rule-based quantitative investment strategies
- (25%) Building systems to help quantitatively evaluate mutual funds, hedge funds and factor-based strategies across multi asset classes
- (25%) Developing asset allocation models, providing solutions to ad-hoc tasks, writing research white papers and presenting work results

Knowledge, Skills, and Abilities:

- Strong foundation in applied empirical analysis (experimental work in statistics, econometrics, and data science)
- Strong programming skills (proficient in at least one of Matlab, C++, R or Python)
- The ability to work effectively and productively in a collaborative team environment
- The ability to communicate clearly with colleagues and clients on various research topics

Education and Experience:

- Ph.D. degree in mathematics, engineering, economics, finance, statistics, or other quantitatively focused programs preferred
- Strong academic track record
- 1-3 years of experience in the financial industry preferred
- Capital market experience a plus.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Wilshire Associates Inc. | Quantitative Research Associate | Santa Monica, CA

Our Offer:

- An international, dynamic, entrepreneurial work environment
- Competitive compensation package, including a bonus opportunity
- 3 weeks of vacation, 8 paid holidays per year
- 401(k)/Roth 401(k)/Medical/Dental/Vision insurance

How to Apply: Please apply directly at www.wilshire.com. No phone calls please.

Wilshire Associates Incorporated is an Equal Opportunity Employer, Minority/Female/Disability/Veteran.

Wilshire Associates Incorporated is an SEC registered investment adviser and required to track certain political contributions under Rule 206(4)-5. As such, you may be required to disclose your prior political contributions.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Wilshire Associates Inc. **Operations Analyst / Associate (DOE)** **Pittsburgh, PA**

Job Description:
Wilshire Consulting is looking to hire an investment operations professional to join its OCIO team. This person will be an integral member of the discretionary operations team, primarily responsible for cash flow management, rebalancing portfolios, and compliance monitoring for clients of the Wilshire OCIO business. This individual will work closely with other team members to ensure that the client portfolios are appropriately managed and monitored from an operations perspective.

Key Responsibilities:
- Initiate cash flow transactions between affiliated parties including client portfolios, custodian banks, and investment managers
- Coordinate benefit payments and portfolio rebalancing
- Operational support to clients on a daily or ad hoc basis
- Perform cash and position reconciliation between the custodian and internal accounting reports
- Monitor portfolios to ensure holdings are compliant with stated manager investment guidelines
- Maintain and enhance procedures for a strong internal control environment
- Assist with the implementation and roll out of next generation business intelligence and reporting applications to support all aspects of operations
- Support clients' auditors during their annual audit process

Required Skills and Background:
- Minimum 2 years of experience in institutional accounting, investments, or a combination of both
- BA/BS in finance/accounting/information technology related studies preferred
- Advanced MS Excel skills are essential
- Quantitative and analytical skills required with a strong attention to detail
- Self-motivated with strong project management skills
- Strong communication skills, both verbal and written

Our Offer:
- An international, dynamic, entrepreneurial work environment
- Competitive compensation package, including a bonus opportunity
- 3 weeks of vacation, 8 paid holidays per year
- 401(k)/Roth 401(k)/Medical/Dental/Vision insurance

How to Apply: Please apply directly at www.wilshire.com. No phone calls please. Wilshire Associates Incorporated is an SEC registered investment adviser and required to track certain political contributions under Rule 206(4)-5. As such, you may be required to disclose your prior political contributions.

March 2019 Job Bulletin

Wilshire Associates Inc. | **Junior to Mid-Level Application Developer (DOE)** | **Santa Monica, CA**

Job Description:
Wilshire Associates Incorporated is a global investment advisory firm that offers customized, institutionally based solutions to meet the investment needs of our clients. Wilshire Funds Management (WFM), a division of Wilshire Associates Incorporated is dedicated to provide customized investment solutions in the areas of asset allocation, manager research, portfolio construction, and risk management and is seeking to identify a Junior to Mid-Level Application and Database Developer to join its Operations Technology team. Successful candidate will be responsible for analysis, design, and developing complex systems and applications for its Portfolio Management Processes. The individual will be involved in all aspects of the project life cycle, which includes design, programming, testing, implementation, maintenance and documentation. She/he will provide support for business systems by developing, maintaining and enhancing existing Web and Client based applications, re-engineering programs to conform to system changes, and solving complex customer or third party data.

Key Responsibilities:

- Operate autonomously as well as part of a team based on the scope and the requirements of the programming projects
- Ensure all requirements are understood, documented and analyzed appropriately for maximum efficiency in the coding, test and deploy process
- Adhere to the Software Development Life Cycle, development methodology, ITIL, ISO program standards and IT controls for best coding practices, testing, systems acceptance, change control, and security
- Code, test, and debug complex application programs to create new business applications and interfaces or maintains/modifies existing business applications according to program specifications
- Develops work plans and technical documents covering system architecture, conversion, integration, testing, and implementation for a system or complex enhancement to a system
- Performs quality assurance functions
- Prepares, reviews, and validates technical documents and user manuals
- Perform a full range of database support
- Implement security practices on assigned systems
- Understand and interpret users and project stakeholder's ideas into specific technology solutions
- Works closely with end users to develop and enhance solutions
- Install and integrate new software programs into existing programming systems

Desired Skills and Background:

- Bachelor or advanced degree in Computer Science

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Wilshire Associates Inc. | Junior to Mid-Level Application Developer (DOE) | Santa Monica, CA

Desired Skills and Background (cont'd):

- 2 - 5+ years programming experience with C#, .NET, .NET Core, ASP.Net, XML, Windows and Web Services, MSMQ and SQL service broker
- 2 - 5+ years programming experience with Transact SQL (MS SQL Server)
- 2 - 5+ years of UI development, including: HTML, CSS, Javascript, JQuery and AJAX
- Advanced experience with Visual Source Safe or other version control system.
- Principles and practices of applications design, programming and software development life cycle
- Application programming interfaces, communication protocols, programming languages, and various scripting languages
- Experience with LINQ, ADO.NET and Entity Framework
- Strong debugging skills and excellent problem solving skills
- Operational Data Store modeling, design and development
- Solid knowledge of SQL objects
- Knowledge with Microsoft SSRS and SSIS
- Experience with GitHub
- Experience with Microsoft TFS is a plus
- Dockers and Kubernetes knowledge is a big plus
- Principles and practices of research methodology and data analysis

Our Offer:

- An international, dynamic, entrepreneurial work environment
- Competitive compensation package, including a bonus opportunity
- 3 weeks of vacation, 8 paid holidays per year
- 401(k)/Roth 401(k)/Medical/Dental/Vision & Life insurance.

How to Apply: Please apply directly at www.wilshire.com. No phone calls please.

Wilshire Associates Incorporated is an Equal Opportunity Employer. Minority/Female/Disability/Veteran. Wilshire Associates Incorporated is an SEC registered investment adviser and required to track certain political contributions under Rule 206(4)-5. As such, you may be required to disclose your prior political contributions.

March 2019 Job Bulletin

Wilshire Associates Inc. **Analyst, Alternative Investments** **Santa Monica, CA**

Job Description:
Wilshire Associates Incorporated is a global investment advisory firm that offers customized, institutionally based solutions to meet the investment needs of our clients. Wilshire seeks an Analyst to join its dedicated Manager Research Team. This team of professionals provides investment manager due diligence, rating, and recommendation support to Wilshire Funds Management (WFM) portfolio managers and clients, as well as to Wilshire's Consulting Division. The Analyst position is suited for people who have recently graduated from college and have some professional working experience. An Analyst will work closely with senior investment team members and will develop professional skills in a variety of areas. We are looking to identity self-motivated candidates with strong academic backgrounds and professional drive. WFM is dedicated to providing customized investment solutions in the areas of manager research, asset allocation portfolio construction, and risk management to institutional and intermediary clients. Wilshire's Consulting division, established in 1981, is well known and respected for providing investment consulting services to large pension funds, endowments, foundations and insurance companies.

Key Responsibilities:
- Support the team's senior manager research professionals in all aspects of manager due diligence
- Tasks include, but are not limited to, generating quantitative analysis, preparing reports and presentations, data collection and organization
- Opportunity to participate in hedge fund manager meetings once the analyst demonstrates mastery of core responsibilities
- Support other investment activities related to market analysis, performance analysis, investment research, and client servicing
- Attend all internal weekly investment research meetings as well as Investment Committee meetings

Required Skills and Background:
- BA/BS degree required
- Strong verbal and written communication skills and quantitative and analytical ability required
- Strong Microsoft Excel skills

Desired Skills and Background:
- Business and finance related majors preferred
- 1-2 years of relevant work experience preferred
- Progress towards or desire to participate in the CFA and CAIA programs is preferred
- Knowledge of investments and interest in capital markets and hedge fund/alternative investments is highly desired
- Strong Microsoft Office application skills desired
- Experience with Visual Basic for Applications preferred but not required

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Wilshire Associates Inc. | Analyst, Alternative Investments | Santa Monica, CA

Desired Skills and Background (cont'd):
- Attentive to detail and accuracy
- Team player and client centric

Our Offer:
- An international, dynamic, entrepreneurial work environment
- Competitive compensation package, including a bonus opportunity
- 3 weeks of vacation, 8 paid holidays per year
- 401(k)/Roth 401(k)/Medical/Dental/Vision insurance

How to Apply: Please apply directly at www.wilshire.com. No phone calls please.

Wilshire Associates Incorporated is an Equal Opportunity Employer, Minority/Female/Disability/Veteran. Wilshire Associates Incorporated is an SEC registered investment adviser and required to track certain political contributions under Rule 206(4)-5. As such, you may be required to disclose your prior political contributions.

March 2019 Job Bulletin

Wilshire Associates Inc. | **Senior Institutional Fundraiser, Senior Associate/Vice President (DOE)** | **Santa Monica, CA or Pittsburgh, PA**

Company Overview:
Wilshire Associates is a leading global independent investment consulting and services firm and provides consulting services, customized investment products, and analytics solutions to plan sponsors, investment managers and financial intermediaries. Headquartered in Santa Monica, CA, its four business units include Wilshire Funds Management, Wilshire Analytics, Wilshire Consulting and Wilshire Private Markets. Wilshire Funds Management provides customized multi-discipline, multi-manager and hedge fund investment solutions to financial intermediaries serving retail and institutional investors. Wilshire Analytics incorporates Wilshire's investment technology product offerings. Wilshire Consulting provides investment consulting services, including asset allocation, investment structure, manager search and performance measurement to some of the nation's largest public and corporate retirement plans, endowments, foundations, and major insurance companies. Wilshire Private Markets was founded in 1996 and for more than two decades has assisted pension funds, endowments, and foundations to invest in private partnerships focused on a broad range of private capital strategies.

Wilshire Private Markets manages approximately $8.5 billion in assets under advisement/management. We have a global perspective on the private markets with worldwide research capabilities and a major international client base. Both global and regional mandates are structured to meet client investment objectives. Today there are more than 40 professionals in Wilshire Private Markets working in four locations: Santa Monica (Western US), Pittsburgh (Eastern US), Amsterdam (Europe), and Hong Kong (Asia/Pacific).

Role and Responsibilities:
Wilshire is seeking to recruit an institutional fundraiser to raise assets across WPM's various investment strategies and help expand our growing private markets advisory business. This individual should have a solid understanding of the institutional marketing process, be able to effectively articulate the investment philosophy and strategies of Wilshire, have demonstrated success cultivating a strong network in the marketplace that has resulted in winning mandates, and be equipped to lead the sales process from opening the door to closing the sale, bringing in the necessary management and investment team resources along the way. The role will focus primarily on sophisticated institutional buyers across North America. Existing direct relationships with corporate and public plans, insurance companies, endowments, foundations, and multi-family offices are preferred. The successful candidate will be a self-starter who can identify, prioritize and gain access to new investors within the requisite channels. Familiarity with private equity is required as it is imperative that this individual be familiar with the in-depth due diligence process associated with institutional investor commitments within the private markets. Travel may be extensive at times, particularly around targeted fundraising periods which will require more intensive prospecting.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Wilshire Associates Inc.	Senior Institutional Fundraiser, Senior Associate/Vice President (DOE)	Santa Monica, CA or Pittsburgh, PA

Required Experience and Skills:

- A minimum of five years of experience in an institutional fundraising role with a well-regarded private equity firm, fund of funds, placement agent, real estate firm or private equity investment consultant
- An established track record of raising assets from sophisticated institutional buyers such as endowments, foundations, public & corporate plans, and larger family offices
- Solid theoretical and practical private equity investment knowledge
- Strong business judgment
- The ability to effectively execute a majority of the sales process on his/her own
- A skilled long-term relationship-builder with excellent client-facing instincts

Personal Qualities:

- A self-starter who is hard working and results oriented
- Maturity, polish and personal presence to effectively interface with sophisticated prospects and clients
- Strong verbal and written communication skills - the ability to present ideas with precision and conviction
- A passion for excellence
- An entrepreneurial bent and a “roll-up-the-sleeves” orientation
- Organized, thorough and detail-oriented
- A natural team-oriented individual who is able to partner effectively with other senior colleagues
- Must be comfortable with travel which can be extensive at times, particularly around targeted fundraising periods
- Easygoing and able to work well with different personality types and with colleagues across functions and global geographies
- A high degree of integrity and professionalism

Required Education:

- Bachelor’s degree

Preferred Education:

- Strong academic credentials
- An advanced degree (e.g., MBA) and/or professional designation (e.g., CFA) is preferred

Our Offer:

- An international, dynamic, entrepreneurial work environment
- Competitive compensation package, including a bonus opportunity
- 3 weeks of vacation, 8 paid holidays per year

Wilshire Associates Inc. | Senior Institutional Fundraiser, Senior Associate/Vice President (DOE) | Santa Monica, CA or Pittsburgh, PA

Our Offer (cont'd):

- 401(k)/Roth 401(k)/Medical/Dental/Vision insurance

How to Apply: Please apply directly at www.wilshire.com. No phone calls please.

Wilshire Associates Incorporated is an Equal Opportunity Employer, Minority/Female/Disability/Veteran. Wilshire Associates Incorporated is an SEC registered investment adviser and required to track certain political contributions under Rule 206(4)-5. As such, you may be required to disclose your prior political contributions.

March 2019 Job Bulletin

Wilshire Associates Inc. | **Associate Vice President, Global Client Group** | **Santa Monica, CA**

Job Description:
Wilshire's Funds Management Division (WFM) is looking to add an Associate Vice President responsible for ownership of all channel and division-specific marketing projects including planning, development, communication, execution and measurement of initiatives. This position reports to the head of WFM's Global Client Group.

Day-to-day, this individual will work across several of WFM's key initiatives and clients, playing an integral role in delivering value-added marketing support across a range of applications, including standard and custom pitchbooks, fact sheets, brochures, and website content. This individual will lead the execution of marketing programs from inception through completion, collaborating with stakeholders across the organization.

Key Responsibilities:

- Deploy successful marketing campaigns and own their implementation from concept to execution
- Produce valuable and engaging financial advisor facing content for a variety of distribution channels, including our website
- Build and manage a rich content/editorial calendar, including product fact sheets, client approved marketing pieces, and value-added collateral
- Measure and report performance of marketing campaigns and assess against goals
- Maintain a high level of professional conduct ensuring that all WFM compliance and firm policies are adhered to
- Be organized and diligent in tracking progress toward business objectives and coordinating with appropriate WFM home office staff

Desired Skills and Backgroud:

- Bachelor's degree in Marketing or related field
- 5-10 years marketing experience, preferably in the financial services industry
- Understanding of asset allocation, investment vehicles and capital markets
- Experience designing complex marketing programs and reporting on results
- Proven experience in devising and leading marketing campaigns
- Strong communication skills, both written and verbal, and the ability to identify, cultivate and maintain relationships
- Demonstrated project management skills
- Ability to adapt to a changing environment and change focus and priorities as a result

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Wilshire Associates Inc. | Associate Vice President, Global Client Group | Santa Monica, CA

Our Offer:

- An international, dynamic, entrepreneurial work environment
- Competitive compensation package, including a bonus opportunity
- 3 weeks of vacation, 8 paid holidays per year
- 401(k)/Roth 401(k)/Medical/Dental/Vision insurance

How to Apply: Please apply directly at www.wilshire.com. No phone calls please.

Wilshire Associates Incorporated is an Equal Opportunity Employer, Minority/Female/Disability/Veteran. Wilshire Associates Incorporated is an SEC registered investment adviser and required to track certain political contributions under Rule 206(4)-5. As such, you may be required to disclose your prior political contributions.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Wilshire Associates Inc. **Senior Analyst** **Pittsburgh, PA**

Background:
Wilshire Associates Incorporated is a global investment advisory firm that offers customized, institutionally based solutions to meet the investment needs of our clients. Wilshire's Consulting division, established in 1981, is well known and respected for providing investment consulting services to large pension funds, endowments, foundations and insurance companies. Wilshire's Consulting clients include some of the world's largest fund sponsors with combined assets totaling nearly $1 trillion.

Wilshire Associates' Consulting Division is seeking qualified candidates for a Senior Analyst that would work on an established consulting team, based in Pittsburgh, PA. The key responsibilities and requirements for this position are as follows:

Investment Responsibilities:

- Coordinate the preparation and review of performance reports to be distributed to clients
- Assist with special projects. Topics are likely to include asset allocation, investment structure, manager evaluations, and selection/termination.
- Participate in Investment Research projects
- Frequent communication with clients and Client Board/Committee presentation development and delivery

Required Qualification and Skills:

- Undergraduate degree (preferably in finance, accounting, math, or equivalent).
- 2-3 years relevant experience.
- Strong written, verbal, and quantitative analysis skills.
- Knowledge of investments and financial markets.
- Ability to work independently with limited supervision as well as in a team environment
- Ability to manage multiple projects concurrently
- Attention to detail and ability to work with deadlines
- Proficiency in Microsoft Office tools (Word, PowerPoint, Excel)
- Experience with electronic data retrieval from a number of sources including databases, data providers, and websites. Candidates should be comfortable manipulating diverse data sources/formats and relational database technology.

Preferred Qualification and Skills:

- Progress toward CFA or MBA is preferred.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Wilshire Associates Inc. | Senior Analyst | Pittsburgh, PA

Our Offer:

- An international, dynamic, entrepreneurial work environment
- Competitive compensation package, including a bonus opportunity
- 3 weeks of vacation, 8 paid holidays per year
- 401(k)/Roth 401(k)/Medical/Dental/Vision insurance

How to Apply: Please apply directly at www.wilshire.com. No phone calls please.

Wilshire Associates Incorporated is an Equal Opportunity Employer, Minority/Female/Disability/Veteran. Wilshire Associates Incorporated is an SEC registered investment adviser and required to track certain political contributions under Rule 206(4)-5. As such, you may be required to disclose your prior political contributions.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Wilshire Associates Inc. | **Information Technology & Data Analytics – Analyst/Associate (DOE)** | **Santa Monica, CA**

Job Description:
Wilshire Associates Incorporated is seeking an information technology professional to join the Wilshire Private Markets (WPM) Group. WPM is a global private markets solutions provider, offering discretionary fund of funds and non-discretionary advisory services to institutional clients worldwide. WPM currently manages approximately $8 billion of institutional capital, including investments in private partnerships, direct co-investments and secondary limited partnership interests spanning all private market strategies. As information technology and data analytics have become an increasingly important area of focus for our business, this individual will work alongside the WPM investment and operations teams to manage the initial implementation, integration and integrity of third party software, databases, and data across functions. Successful candidates will be responsible for analysis, design, implementation and maintenance of WPM's third-party software and database systems, including applications for its investment management, accounting and investor reporting functions. She/he will provide support for internal and external clients by developing, maintaining and enhancing existing systems and processes related to data gathering, quality, and consumption.

Key Responsibilities:
- Perform a full range of database support including the initial implementation and ongoing support of WPM's third party data and software platform
- Operate autonomously as well as part of a team based on the scope and the requirements of the programming projects
- Develop and maintain internal processes for data gathering, quality control and consumption.
- Custom application development
- Understand and interpret users and project stakeholder's ideas into specific technology solutions
- Work closely with end users to develop and enhance solutions
- Develop technical documentation

Desired Skills and Background:
- Bachelor or advanced degree in Computer Science
- Knowledge of MS Dynamics is a plus
- Knowledge of MS Azure Cloud
- Concepts of database and system security
- Principles and practices of database administration (DBA)
- Principles and practices of research methodology and data analysis
- Experience with GitHub
- Dockers and Kubernetes knowledge is a big plus
- Operational Data Store modeling, design and development

Wilshire Associates Inc.	Information Technology & Data Analytics – Analyst/Associate (DOE)	Santa Monica, CA

Desired Skills and Background (cont'd):

- Strong proficiency and knowledge of SQL objects and its variation among popular databases
- Knowledge with Microsoft SSRS and SSIS
- Strong debugging skills and excellent problem solving skills

Our Offer:

- An international, dynamic, entrepreneurial work environment
- Competitive compensation package, including a bonus opportunity
- 3 weeks of vacation, 8 paid holidays per year
- 401(k)/Roth 401(k)/Medical/Dental/Vision & Life insurance

How to Apply: Please apply directly at www.wilshire.com. No phone calls please.

Wilshire Associates Incorporated is an Equal Opportunity Employer, Minority/Female/Disability/Veteran. Qualified applicants will receive consideration for employment without regard to the fact or perception of their race, creed, religion, color, ancestry, national origin, age, sex, sexual orientation, gender identity, domestic partner status, marital status, disability, weight, height, or AIDS/HIV status.
Wilshire Associates Incorporated is an SEC registered investment adviser and required to track certain political contributions under Rule 206(4)-5. As such, you may be required to disclose your prior political contributions.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

March 2019 Job Bulletin

Wilshire Associates Inc. | **Investment Summer Analyst** | **Santa Monica, CA**

Job Description:
Wilshire Associates Incorporated is seeking a college undergraduate student to join the Wilshire Private Markets (WPM) division for a summer internship. This is a full-time, ten-week internship. This person must be graduating in the Fall of 2019 or Spring of 2020. After completion of your internship, there is the potential for a full-time position upon graduation.

WPM is a global private markets solutions provider, managing commingled discretionary fund-of-funds as well as customized separate accounts and non-discretionary advisory services. WPM invests in private partnerships, direct co-investments and secondary limited partnership interests with a focus on buyouts, venture capital, distressed strategies and real assets, and currently manages approximately $5 billion of institutional capital. This individual will be a member of the WPM investment team, working closely with senior management of the division. Responsibilities will include:

- Provide support of WPM's investment team in the development of investment research and due diligence materials for prospective investments
- Help maintain WPM's research database
- Assist with data entry and data migration
- Additional duties surrounding investment and client service support

Required Experience and Skills:

- Majors: All majors are encouraged to apply, however, a strong finance, business, engineering, mathematics, and/or statistics background is preferred
- Excellent analytical skills (both quantitative and qualitative); prior internship at a nationally recognized investment management, investment banking, management consulting or financial services firm is preferred
- Outstanding written and oral communication skills
- High proficiency in Microsoft Office (particularly Excel and Access)
- Ability to work independently and efficiently under time pressure in a fast- paced environment with a special attention to detail
- Must be graduating in the Fall of 2019 or Spring of 2020

How to Apply: Please apply directly at www.wilshire.com. No phone calls please. Qualified applicants will receive consideration for employment without regard to the fact or perception of their race, creed, religion, color, ancestry, national origin, age, sex, sexual orientation, gender identity, domestic partner status, marital status, disability, weight, height, or AIDS/HIV status. Wilshire Associates Incorporated is an SEC registered investment adviser and required to track certain political contributions under Rule 206(4)-5. As such, you may be required to disclose your prior political contributions.