November 2018 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!

November 2018 Job Bulletin

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

November 2018 Job Bulletin

Ares Management | **Associate, Real Estate Debt** | **Chicago, IL**

Company Overview:
Ares Management, L.P. (“Ares” or the “Firm”) is a publicly traded, leading global alternative asset manager with approximately $121 billion of assets under management ("AUM") and approximately $1,005 employees. We seek to deliver attractive performance to our investor base across our investment groups and strategies, including credit, private equity and real estate. The firm is headquartered in Los Angeles with offices across the United States, Europe, Asia and Australia. Its common units are traded on the New York Stock Exchange under the ticker symbol "ARES".

Ares Management LLC (and its subsidiaries) is an Equal Opportunity employer and considers all applicants for employment without regard to race, color, religion, ethnicity, creed, sex, age, national origin, citizenship status, disability, pregnancy, marital status, partnership status, sexual orientation, status regarding public assistance, military or veteran status, domestic violence victim status, gender identity and expression, genetic predisposition and carrier status, status as unemployed, political affiliation or any other characteristic protected by law.

Job Summary:
The Ares Real Estate Debt team is seeking an experienced investment professional to join their Chicago team.

The position will play a highly visible and key role in the investment process, assisting deal teams in the sourcing and assessment of short-term debt, equity and mezzanine investment opportunities in core plus and value added oriented commercial real estate projects throughout the US.

The Ares Estate Debt team focuses on directly originating loans using its extensive national relationships with various owner-operators, sponsors and intermediaries of real estate properties. We seek to provide flexible financing across a potential borrower’s capital structure. While we focus on self-originated transactions, we will also selectively pursue secondary market acquisitions and club/syndicated transactions.

Primary Functions & Essential Responsibilities:
- Participate in the sourcing, assessment and structuring of investment opportunities by critically evaluating the merits and risks of the investment through the development of financial metrics, models and sensitivities
- Identify differing economic and performance scenarios that appropriately bracket an investment’s potential performance and prepare models to measure the economics of the transaction
- Develop an appropriate capital structure for an investment based upon its business plan and key risks to performance through analysis and discussions with sponsors, market participants and investment professionals.

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Ares Management | Associate, Real Estate Debt | Chicago, IL

Primary Functions & Essential Responsibilities (cont'd):

- Understand the physical characteristics of each property, and the related competitive advantages and disadvantages it offers
- Assess and critically evaluate the existing and potential operating characteristics of a project. (Revenue, expenses, capital expenditures, tenant credit, leases)
- Identify and understand a project's market positioning; gather market information through independent field work and direct contact with brokers, appraisers and developers. Synthesize information and draw a conclusion on the business plan including future market rent, absorption, vacancy, and liquidity in the investment market
- Perform credit analysis of potential sponsors. Critically assess the execution ability of the development team for a project
- Prepare a comprehensive investment submission and communicate conclusions and investment risk in a narrative presentation to senior management including approval through participation in Investment Committee.

Education:

- BS or Master's Degree in finance, real estate or related field

Experience Required:

- 2-4 years of commercial real estate investment, underwriting or investment banking experience
- General Requirements:
- High level of expertise in Excel, PowerPoint and ARGUS
- Strong presentations skills and time management skills
- Must possess strong integrity and professionalism

Reports to:

- Principal, Real Estate Debt

How to apply: Please visit us at https://ares.taleo.net/careersection/ex/jobdetail.ftl?job=180194&tz=GMT-08%3A00

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

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AXA Investment Managers **Acquisitions Associate** **New York, NY**

Job Purpose:
Assist with the successful implementation of the firm's acquisition program.

Key Accountabilities:

- Manage the firm's acquisitions pipeline report
- Review and screen acquisitions opportunities
- Underwrite transactions
- Prepare investment committee memos
- Assist in the due diligence and transaction closing processes and transition newly acquired assets to the firm's asset management team
- Provide back- up on asset management assignments on an as needed basis

Key Interfaces:

- Internal
  - Fund Management
  - Senior Acquisition Manager, Acquisitions Manager
  - Investment Committee
  - Legal and Corporate Finance
  - Risk Management
- External
  - Clients
  - Operating Partners
  - Brokers
  - Lawyers

Education:

- MBA or graduate of higher level real estate program a plus but not required
- Second European language a plus

Experience:

- 3 to 5 years experience in real estate acquisitions, asset management, portfolio management or lending (office, industrial, multifamily and general market knowledge a plus)
- Cross cultural work experience a plus

Knowledge and Skills:

- Strong working knowledge of Argus and Excel
- Strong working knowledge of Power Point

AXA Investment Managers Acquisitions Associate New York, NY

Knowledge and Skills (cont'd):

- Excellent analytical/ financial modelling skills
- Strong knowledge of common JV and financing structures including multi-investor structures and operator promotes
- Spoken and written fluency in English required
- Strong presentation skills; oral and written

Competencies:

- Rigorous, self-motivated, team player
- Reliable and trustworthy
- Organized and detailed oriented ; ability to multi-task
- Strong interpersonal skills

How to apply: Please send resumes to us.careers@axa-im.com

The above job description is meant to describe the general nature work being performed; it is not intended to be constructed as an exhaustive list of all responsibilities, duties and detailed tasks required for the position. This Job Description does not state or imply that these are the only duties to be performed by the employee in this position. Employees will be required to follow other job-related instructions and to perform other job-related duties as necessary

November 2018 Job Bulletin

AXA Investment Managers **Client Service & Sales Support Analyst** **Greenwich, CT**

Job Purpose:
Full-time Client Service & Sales Support Analyst for large global asset manager with regional offices in Greenwich, CT, Orinda, CA, and Mexico City, Mexico. Ideal candidate will have held a similar role in institutional asset management, with experience in Fixed Income, Equity and Alternative strategies.

Key Accountabilities:

- Support the Distribution teams (Institutional and Wholesales) in the Americas
- Maintain customized library of marketing materials (pitch books, factsheets, whitepapers, etc.) for use in the US/offshore market for relevant strategies across all asset classes as well as competitive industry reports. Create and update custom marketing materials for the Americas
- Build and maintain relationships with global and local internal investment teams to coordinate and structure presentation and marketing materials
- Develop a thorough understanding of the firm's key investment strategies and maintain ongoing marketing campaigns
- Work hand-in-hand with US compliance to ensure all materials are in line with US regulatory standards
- Support Head of Client Service with client onboarding and reporting; Collect and maintain client data for KYC & AML purposes within Salesforce, our CRM tool
- Support Distribution team in handling Client requests
- Ensure that all AXA IM systems are up to date with accurate information, this includes, but is not limited to Salesforce, Dali P&P etc
- Understand client reporting requirements and work on the implementation of the required reporting

Key Interfaces:

- Internal
  - US Client Group
  - Various Investment Teams
  - Global Client Service
- External
  - Clients and Prospects
  - Third party service providers

Education:

- Bachelor's Degree required
- Spanish speaker not required but preferred

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AXA Investment Managers | Client Service & Sales Support Analyst | Greenwich, CT

Experience:

- Minimum 2-4 years' experience in similar role with an institutional asset manager

Knowledge and Skills:

- Understanding of the US asset management industry
- Sound knowledge of financial markets (finance major in a business school or engineering school or equivalent preferred)
- Ability to work on multiple projects while adhering to strict deadlines and producing high quality work
- Proficient in Excel, PowerPoint and Word
- Experience with Salesforce CRM tool and eVestment a plus

Competencies:

- Excellent verbal, written and editing skills
- Strong interpersonal skills, enabling the individual to successfully motivate and work with a diverse group of people
- Well organized and able to work with critical deadlines
- Proactive multi-tasker with excellent organizational skills and an exemplary attention to detail

How to apply: Please send resumes to us.careers@axa-im.com

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November 2018 Job Bulletin

CalPERS | **Private Equity, Managing Investment Director** | **Sacramento, 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 $359 billion as of 08/03/2018. 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:
Our Investment Office is currently seeking a Managing Investment Director in Private Equity to provide leadership and management direction to CalPERS team, external advisors and consultants responsible for private equity and other investments, and drive our CalPERS mission.

Duties:
- Serve as a member of the CalPERS Investment Office Executive Team, which is responsible for overall risk management, investment performance, financial management, strategy/resource allocation and talent management
- Develop and manage the allocation of investment strategies and policies with respect to strategic partnership, co-investment and direct private equity investments
- Represent the CalPERS Board of Administration and the Investment Office in the external investment community
- Monitor and evaluate performance, establishing work flow and setting priorities; and ensuring that private equity investments earn the highest net rate of return at prudent levels of risk, effectively managing cost and terms
- Consider and seek new and innovative alternative investment strategies and programs, analyze and make recommendations for incorporation into the CalPERS investment management portfolios

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:
- The ideal candidate will have 15-20 years relevant investment experience; worked for a major financial institution or firm, governmental agency, and/or large pension fund; familiar with large varied investment portfolios
- An advanced degree in finance, economics or closely related field, certifications such as CFA, CPA or CAIA

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CalPERS	Private Equity, Managing Investment Director	Sacramento, CA

Desirable Qualifications (cont'd):

- A broad, deep knowledge of the private equity asset class
- Be a strategic thinker with the ability to operate from a long-range and broad perspective
- Positive leadership that supports the ideas and implementation of new strategies
- Lead the Private Equity team in collaboration across all asset classes

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: Please visit us at https://jobs.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=125557

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.

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November 2018 Job Bulletin

Causeway Capital Management LLC | **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, began operations in June 2001 and manages approximately $60 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:
- 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
- Comprehensive understanding of 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
- Chinese language skills are a plus

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.

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Causeway Capital Management LLC **China Research Intern** **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 $60 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 Intern will assist the fundamental research department in conducting in-depth market research to understand the dynamics and regulatory environment of the asset management industry in China and to identify business opportunities in China. Research results will be presented to the team. Eligible candidates should be able to start immediately and work approximately 8-12 hours per week.

Skills and Abilities:
- Demonstrated proficiency in written and spoken Mandarin and English
- Minimum of 2 years of experience in asset management, investment banking, market research, management consulting, public accounting or other related financial fields
- BA/BS with excellent academic credentials is required
- Creativity and intellectual curiosity
- Very organized with focused attention to detail
- Self-starter, capable of conducting independent work
- Highest level of ethics

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

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Causeway Capital Management LLC | **Fundamental Research Intern, Global Equities** | **Los Angeles, CA (Summer 2019)**

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 $60 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 Intern will assist the research department in conducting in-depth fundamental research in various industries. This will include constructing and maintaining financial models, examining financial, economic and industry trends and conducting analyses on companies or securities. Research results and recommendations will be presented to the team. The Research Intern will further support portfolio manager's investment recommendations with in-house research, accounting validation and financial analysis.

Skills and Abilities:

- Minimum of 2 years of experience in investment banking, management consulting, public accounting or other related financial fields
- BA/BS with excellent academic credentials. Expected MBA graduation date in 2020
- A strong passion for value-oriented equity investing
- Comprehensive understanding of financial statements and valuation methodologies
- Solid analytical, accounting and computer skills, including Excel modeling
- Excellent writing and oral communication skills
- Creativity and intellectual curiosity
- Demonstrated teamwork
- Highest level of ethics
- Foreign language skills preferred

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

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DoubleLine **CLO Portfolio Manager** **Los Angeles, CA**

Position Overview:
As a member of the Global Developed Credit team, the CLO Portfolio Manager will be responsible for the management of the Collateralized Loan Obligation ("CLO") product line.

Job Functions:

- Participate in the daily management of existing CLO portfolios
- Attend credit review discussions
- Monitor credit and industry exposures
- Develop CLO optimization trades
- Understand details of each CLO indenture and impact on portfolio
- Monitor status of coverage and quality tests through deal lifecycle
- Contribute to setup of warehouse facilities and ramp up of new issue portfolios
- Assist in the structuring, marketing and closing of new issue CLO transactions
- Develop indicative new CLO model portfolios
- Contribute to ongoing client communication and prospecting

Qualifications:

- Bachelor's Degree required
- MBA and/or CFA designation preferred
- Experience managing CLO portfolios through a credit cycle
- Strong credit background
- Excellent interpersonal skills and team orientation

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

November 2018 Job Bulletin

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

Position Overview:
An integral member of the Equities team, the Equities Analyst will contribute to the generation of superior investment returns and the gathering of assets to the firm. The ideal candidate will possess a unique combination of investment acumen, self-starting entrepreneurialism and excellent team-oriented interpersonal skills. The Analyst's primary responsibility will focus on the generation and maintenance of high-conviction investment ideas across multiple sectors. Secondarily, the Equities Analyst will assist in all other aspects of the group's investment process, as well as assist in the group's marketing and asset-gathering activities.

Job Functions:
Hold primary responsibility for all phases of the security selection and broader investment due diligence process, including:

- Conduct primary and maintenance research on new and existing portfolio securities
- Perform financial modeling and securities valuation work
- Undertake meetings and calls with management teams
- Identify risks associated with existing and prospective investments
- Develop informed views on attractiveness of sectors and securities
- Obtain conviction around purchase and sale recommendations on new and existing portfolio securities
- Present investment ideas and other relevant analysis to colleagues

Assist in other critical processes within the Equities team, including:

- Cooperate on marketing and asset-gathering activities undertaken by the group, including interacting with existing and/or prospective clients
- Contribute to the continual improvement of the group's research and investment processes
- Provide support on portfolio construction and optimization work

Qualifications:

- 5-10 years of related experience as an equity analyst, and preferably, additional experience as a portfolio manager
- Demonstrated track record of success as an equity investor
- Strong academic credentials, including, preferably, an MBA and/or CFA
- High level of numeracy and facility with Excel
- Strong work ethic, sense of integrity and professionalism
- Outstanding initiative and desire to work within a start-up environment
- Intellectual curiosity and passion for the investment business

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

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DoubleLine **Fund Controller** **Los Angeles, CA**

Position Overview:
The Fund Controller will work on open and close ended funds that invest in a portfolio of real estate related debt, commercial and residential mortgage loans and mortgage-backed securities, other securitized assets (including risk retention securities), index instruments, financing and hedging instruments and derivatives, and other debt and loan instruments. The Fund Controller will coordinate and oversee all accounting and finance functions for the fund.

Job Functions:
- Monitor lending covenants and communicate impact on investment strategies
- Maximize IRR by minimizing bank balances and debt load based on timing of anticipated investments
- Address special requests and projects in coordination with legal, compliance, investor relations and investment teams
- Coordinate with investor relations to provide investor reporting and anticipate investor questions and requests
- Review monthly, quarterly, annual accounting and reporting deliverables for all fund entities
- Review and submit lender reporting packages
- Review partnership allocations and investor statements, capital call calculations, distribution waterfall calculations to partners in accordance with terms of partnership agreements
- Review management fee calculations for investment partnerships; ensure accuracy of fee sharing calculations in accordance with terms of fee schedules
- Validate fund and investor performance calculations, including time-weighted return and IRR
- Coordinate and review fund financial statements and financial highlights for quarterly and annual reports; ensure all related footnotes and disclosure are in compliance with US GAAP. Coordinate and review conversion to local GAAP for foreign entity, if needed
- Conduct timely financial audits through coordination with external auditors and internal departments
- Maintain financial and tax staff by recruiting, training, coaching and evaluating employees
- Maintain professional and technical knowledge by attending educational workshops; reviewing professional publications; maintaining professional networks; and participating in professional societies
- Be a team player and versatile in the role of Fund Controller to facilitate the strategic growth of the DoubleLine organization

Qualifications:
- Bachelors' degree in Accounting or CPA license required
- Minimum of 10 years working experience in private partnership accounting
- Big-4 public accounting experience required

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DoubleLine | Fund Controller | Los Angeles, CA

Qualifications (cont'd):

- Strong knowledge of accounting, generally accepted accounting principles and financial reporting is required
- Proficiency in month/quarter/annual closings in US GAAP
- Understanding of hedge fund, real estate debt or private equity fund structures is required
- Experience with outside administrators and custodians preferred
- Knowledge of fixed income securities, debt instruments, alternative investments, securitization, or other investment products a plus

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

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DoubleLine **Operations Specialist** **Los Angeles, CA**

Position Overview:
As a member of DoubleLine's Operations Group, the Operations Specialist will be responsible for oversight and management of DoubleLine's custodian bank relationships.

Job Functions:
- Aid in the initial selection and ongoing due diligence over the custodian banks that provide services to DoubleLine sponsored products
- Maintain effective relationships with custodians utilized by DoubleLine's separate account and sub-advised clients
- Serve as an internal escalation point on all custodian-related matters
- Coordinate the setup and tracking of local market account openings at custodian banks
- Review potential custody-related issues or impacts from new investments or products
- Additional responsibilities within the Operations Group, depending on candidate's skillset and experience

Qualifications:
- Bachelor's Degree required
- 5+ years experience in global custody or investment operations
- Thorough understanding of global custody and settlement processes
- General understanding of the entire investment operations lifecycle is a plus
- Proficiency in tracking and resolving issues independently
- Ability to work collaboratively across all areas and levels of the firm
- Experience with third party service provider oversight and due diligence is a plus

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

NOTE: 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.

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DoubleLine **Risk Analyst** **Los Angeles, CA**

Position Overview:
The Risk Analyst will participate in a fast-paced, multi-task environment in collaboration with analysts, traders and portfolio managers. He/she will support the investment teams by implementing analytical techniques to scrutinize data sets and analyze portfolios and securities across a variety of asset classes. The Risk Analyst will present analysis to the investment team in a clear and concise manner. The ideal candidate should have a strong passion for research and insight generation.

Job Functions:
- Carry out top-down and bottom-up research within the securitized product space
- Conduct surveillance of investment positions and track evolving risk factors
- Develop and maintain analytical solutions
- Interact with portfolio managers, traders and other analysts to perform collaborative projects
- Prepare reports for internal portfolio management, external clients and consultants in a timely manner
- Produce portfolio risk analysis and reports
- Daily reporting: monitoring existing market and portfolio exposures
- Daily interaction with team members for cross-coverage and support

Qualifications:
- Bachelor's degree and minimum 1-3 years of experience in the fixed-income industry
- Exposure to securitized products strongly preferred
- Strong technical skills, including Microsoft Excel, PowerPoint and VBA
- Ability to prioritize time and tasks effectively and meet deadlines
- Ability to present analysis clearly and effectively
- Excellent interpersonal, written and verbal communication skills
- Team-oriented and must possess strong integrity and professionalism

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

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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

November 2018 Job Bulletin

Gurtin Municipal Bond Management **Associate, Credit Research Department** **San Diego, CA**

Company Description:
With $14 billion in assets under management as of July 31, 2018, Gurtin Municipal Bond Management is a fast-growing investment management firm committed to making investors and their advisors feel more comfortable with their municipal investments and financial future. Recognized as a “Top Workplace” for the past two years in a row by the San Diego Union-Tribune as well as a “Best Place to Work For Financial Advisors 2018” by Investment News, 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. For more information on the firm and the awards please visit our website at www.gurtin.com.

Job Description:
Gurtin Municipal Bond Management is seeking a uniquely qualified professional to join its best-in-class municipal credit research team as an entry-level credit analyst. This Associate position offers the rare opportunity to learn fundamental municipal credit analysis from the ground up at a buy-side municipal bond manager. Based in our San Diego office, the Associate will be primarily responsible for supporting the research activities of the team, in addition to conducting municipal credit rating surveillance on existing holdings, and aiding in the publishing of research reports on a variety of municipal sectors inclusive of state and local governments, school districts, higher education, healthcare and housing, and essential service utilities such as water & sewer systems and electric utilities.

Responsibilities:
- Learn fundamental municipal credit analysis through Gurtin’s in-house training program, which includes mastering economic, financial, debt and ESG (environmental, social and governance) risk analysis
- Aid in the completion of comprehensive credit surveillance
- Conduct thorough media surveillance and monitoring to discover credit events, news and trends
- Assist in research and writing of credit reports on individual credits, sectors and municipal credit trends
- Perform ad hoc projects
- Maintain database integrity

Requirements/Qualifications:
- BA/BS degree required; MPA, MPP or MBA desirable
- Rating Agency experience is a significant plus
- Experience in the municipal bond industry is a plus
- Experience in financial industry, particularly fixed income is also a plus
- Strong analytical ability
- Exceptional verbal and written communication skills

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Gurtin Municipal Bond Management | Associate, Credit Research Department | San Diego, CA

Requirements/Qualifications (cont'd):

- Intellectual curiosity
- Ability to handle multiple assignments simultaneously
- Strong interpersonal skills with ability to collaborate with a diverse team that includes other credit analysts as well as quantitative analysts
- Ability to speak and write clearly and concisely to varied audiences
- History of demonstrating initiative
- Innovative, detail oriented, and well organized
- Proficiency in MS Excel, MS Word, and MS PowerPoint

How to Apply:
Please visit us at https://theapplicantmanager.com/jobs?pos=GU290

Base compensation is commensurate with experience. Bonus is at the discretion of management. In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire. It is our policy to comply with all applicable state and federal laws prohibiting discrimination in employment based on race, age, color, sex, religion, national origin, or other protected classification. We are proud to be an equal opportunity employer.

November 2018 Job Bulletin

Impax Asset Management | **Associate Director, Client Service and Business Development, East Coast** | **Greenwich, CT**

Company Overview:
Impax is an award-winning investment manager dedicated to sustainability investing - the opportunities created by the transition to a more sustainable economy. Impax offers a broad range of strategies managed by both its London based team (Impax London) and its Portsmouth, NH based team (Impax New Hampshire). Impax is regarded as a thought leader in defining the markets in which it invests and is seeing rapidly accelerating interest in sustainable investing among Endowments, Foundations, corporate and Public Plans, and other investors. To accommodate this increased interest, we are expanding our client service and business development team.

Impax London: Our listed equity and private equity strategies focus on companies that are set to benefit from the long-term trends of rising global populations, wealth, and consumption, increasing urbanization, and the resulting demand for resource optimization. Impax invests in companies involved in energy efficiency, alternative energy, water, waste/resource recovery, food, agriculture, and sustainable forestry as well as in broader themes around basic needs, evolving health care challenges, financial inclusion, and related markets. Impax's private equity infrastructure funds invest in the development of renewable power generation and related assets, primarily in Europe.

Impax New Hampshire (formerly Pax World Management LLC), is investment adviser to Pax World Funds (Pax) and a pioneer in the field of sustainable investing. Impax-US offers a diverse lineup of eleven mutual funds and strategies focused on the risks and opportunities associated with the transition to a more sustainable global economy:

- Active U.S. Equity: High conviction, fundamental large cap, mid cap and small cap strategies
- Smart Beta U.S. Equity: Quality and dividend multi-factor investing strategies
- Passive International Equity: Diversified non-U.S. developed markets strategy targeting ESG leaders
- Global Thematic Equity: Resource optimization and gender-lens investing strategies
- Active U.S Fixed Income: Core and high yield sustainable investing strategies
- Asset Allocation: Multi-asset allocation strategy of Pax funds with full ESG integration

Impax New Hampshire manages these diverse offerings using three distinct approaches: activelymanaged US Equities, actively-managed Fixed Income, and systematic ESG Beta solutions, which focuses on providing sustainable diversified market oriented portfolios. Each approach fully integrates environmental, social and governance (ESG) factors into its investment research and portfolio construction process to generate financial returns that meet investment objectives, better manage long-term risks, and deliver competitive long-term investment performance.

November 2018 Job Bulletin

Impax Asset Management | Associate Director, Client Service and Business Development, East Coast | Greenwich, CT

Key Requirements:

- Four-year college degree; progress towards MBA and/or CFA preferred
- A minimum of five years' experience with institutional asset management sales and/or client service
- Experience with establishing and maintaining productive relationships with institutional investors
- Ability to understand and articulate Impax's investment strategies, including investment philosophy and process, portfolio attributes, current positioning and holdings, risk and performance metrics
- Demonstrated ability to work productively and independently to achieve assigned tasks with a minimum amount of direct supervision
- Possess high standards of excellence with a strong work ethic
- Excellent written and oral communications skills with meticulous attention to detail
- Fluency with CRM systems and Microsoft Office. Familiarity with the output of investment related analytics systems
- Willingness to travel, primarily in the Eastern US
- Personable and professional in demeanor
- Personally committed to sustainability and addressing the global challenges related to climate change, rising populations, limited natural resources and related environmental issues

Responsibilities:

- Actively participate in and contribute to sales and client service functions by providing direct support to the North American Sales and Client Service team in close cooperation with the US and London-based sales, marketing and client service team and the various investment teams
- Conduct research to identify appropriate contacts within targeted market channels. Provide detailed briefing information on prospective investors, their portfolios and investment consultants in advance of meetings
- Maintain accurate and up-to-date contact, activity and document records in Impax's Satuit CRM system to reflect contact information, key contacts, activities, sent documents, opportunities, mailing list information. Assist with the input of data from investor meetings for later reference and analysis
- Lead the development of timely and accurate responses to RFIs/RFPs/DDQs with the support of the London and New Hampshire teams. Respond to investor and consultant requests for information in an accurate and timely manner
- Assist in the development and review of information submitted quarterly to relevant investment databases
- Assist in the preparation and dissemination of accurate and timely information about Impax and its investment capabilities, research papers, client reports and related materials to North American clients, prospects, and investment consultants. Coordinate quarterly investment mailings to North American contacts

Impax Asset Management | Associate Director, Client Service and Business Development, East Coast | Greenwich, CT

Responsibilities (cont'd):

- Assist with the tracking of marketing materials, fund offering memoranda, subscription documents, etc. as required by applicable compliance regulations
- Participate in weekly investment committee meetings to understand recent portfolio positioning, investment performance, risk metrics, and newly approved investments for listed equity strategies
- Maintain a working knowledge and familiarity of relevant fund offering documents, and investment management agreements and guidelines with North American clients
- Attend various industry conferences and events to both promote Impax's brand and to gather relevant industry information from prospects, consultants and competitors
- Maintain current information on prospects, consultants and competitors, and inform the sales team of relevant updates
- Perform other duties as assigned

General Expectations:

- Interact on a personal level with Impax staff globally while being sensitive to different cultural norms
- Maintaining strict client confidentiality
- Collaborate effectively with team members, other employees, and other teams
- Willingly help co-workers and share job and/or business systems knowledge
- Help provide coverage during absence of co-workers
- Participate in and actively contribute to special projects when asked
- Proactively offer suggestions to enhance efficiency, quality, and productivity
- Actively participate in team and company meetings
- Actively introduce ideas, alternatives, and solutions to challenges that arise
- Willingly participate in company-sponsored training
- Contribute to and protect Impax's vibrant, collaborative culture where excellence and fresh thinking are recognized and rewarded
- This position may require travel. When traveling, employees of Impax are expected to conduct themselves with the utmost professionalism at all times. Adhere to all regulatory and compliance requirements at all times
- Proactively complete and follow all internal Compliance initiatives

How to Apply:

Please send a copy of your resume along with a cover letter and compensation requirements to CV@impaxam.com. We will make every effort to respond to qualified candidates. No phone calls please.

How to Apply (cont'd):

Impax offers a competitive compensation, retirement, health and benefits package. Compensation is commensurate with experience. All positions with Impax are subject to trial periods with quarterly performance reviews during the first year and semi-annual reviews thereafter. Reviews will be based on clearly defined quantitative and qualitative metrics. Impax is an equal opportunity employer.

November 2018 Job Bulletin

Meketa Investment Group | **Marketing Coordinator** | **Carlsbad, CA**

Position Overview:
Meketa Investment Group, a global investment consulting firm, is currently seeking a Marketing Coordinator for our Carlsbad, CA office. This individual will have the opportunity to interact with senior investment professionals within various departments of the firm. The Marketing Coordinator will work creating request for proposals and new business presentations, as well as ad-hoc marketing requests. This person will ensure that these projects are completed within stringent deadlines, and with accurate, high-quality information. This position reports to the Director of Marketing and Communication.

Required skills:
- Preferably experience with RFP process within a marketing department or within a financial services industry
- 3+ years of relevant experience
- Familiar with standard concepts, practices, and procedures in marketing field
- Strong writing and communication skills
- Self-directed and motivated
- Ability to work with multiple professionals across various offices in U.S.
- Organization and time management skills
- Attention to detail and a commitment to quality
- Ability to independently respond to RFPs, coordinate the response process, ensure all delivery instructions are met
- Ability to work in a demanding, fast-paced environment, demonstrating flexibility, project management, organizational and multi-tasking skills
- Solid experience in MS Word, Excel, Powerpoint

Responsibilities:
- Organize the preparation of proposals and presentations using marketing resource materials
- Complete all aspects of the RFP process, including, drafting, knowledge of all subject matter experts available at the firm, completion of forms and requirements, knowledge of proper materials that should be included, physical construction of proposal, professional and timely communications with internal and external business partners, proofing, delivery, gather and understand data and other relevant metrics (within reason)
- Work on presentations for new business development
- Perform a variety of tasks related to marketing initiatives

How to Apply: Please send resume with cover letter for the position and location for which you are applying via e-mail to: RecruitingM@meketagroup.com No phone calls, please.

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.

November 2018 Job Bulletin

Meketa Investment Group **Performance Analyst** **Carlsbad, CA**

Position Overview:
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 interdepartment communication.

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 judgment 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

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

November 2018 Job Bulletin

Meketa Investment Group | Performance Analyst | Carlsbad, CA

Measures of Success (cont'd):

- 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: Please send resume with cover letter for the position and location for which you are applying via e-mail to: RecruitingSD@meketagroup.com No phone calls, please.

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

November 2018 Job Bulletin

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

Position Overview:
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.

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 5 to 10 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 5 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 No phone calls, please.

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

November 2018 Job Bulletin

Oaktree Capital **Vice President, Distressed Debt** **Los Angeles, CA**

Company Overview:
Oaktree is a leader among global investment managers specializing in alternative investments, with $122 billion in assets under management as of June 30, 2018. The firm emphasizes an opportunistic, value-oriented and risk-controlled approach to investments in credit, private equity, real assets and listed equities. The firm has over 900 employees and offices in 18 cities worldwide. For additional information please visit our website at www.oaktreecapital.com.

Scope and Responsibilities:
Based in Downtown Los Angeles, Oaktree is seeking a Vice President to work within the Opportunities Funds. The Opportunities Funds specialize in distressed, value-based investing but have a very broad mandate and can invest across capital structures, asset classes, industries and geographies. The group currently has roughly $12B of AUM with an additional $10B of committed, uncalled capital in funds with 10+ year locked up capital. The VP will participate in all investment functions and portfolio management activities.

- Preparing detailed financial modeling
- Performing quantitative and qualitative analysis
- Developing and enhancing business and industry due diligence
- Participating in deal structuring, legal documentation and negotiations
- Monitoring the performance of existing portfolio investments

Experience Required:

- 3+ years of investment experience with a top-tier investment firm, investment bank, credit oriented hedge fund or management consulting firm
- Exceptional skills in analyzing and presenting investment opportunities, including: business and industry analysis, company valuation, credit analysis (preferred, not required), negotiations and structuring

Personal Attributes:

- Outstanding initiative and a strong work ethic
- Excellent written and verbal communication skills
- Team-oriented with strong integrity and professionalism

Education:
Degree from top tier undergrad and currently enrolled in a MBA program from a top tier business school

How to Apply: Visit the website for more information https://careers-oaktreecapital.icims.com/jobs/1628/vice-president/job. Oaktree Capital Management, L.P. is an equal opportunity employer.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

November 2018 Job Bulletin

OCERS **Managing Director of Investments** **Santa Ana, CA**

Company Overview:
Established in 1944, the Orange County Employees Retirement System (OCERS) provides retirement, death, disability and cost-of living benefits to retirees of the County of Orange and certain County districts. Serving approximately 43,000 members, OCERS is governed by a ten-member Board of Retirement that is responsible for managing a $15.7 billion dollar fund. For more information about OCERS, please visit http://www.ocers.org/index.htm.

Mission:
OCERS' mission is to provide secure retirement and disability benefits with the highest standards of excellence.

Vision:
OCERS vision is to be a trusted partner providing premier pension administration, distinguished by consistent, quality member experiences and prudent financial stewardship.

Values:
- Open and Transparent
- Commitment to Superior Service
- Engaged and Dedicated Workforce
- Reliable and Accurate
- Secure and Sustainable

Position Description:
The Managing Director position will report directly to the Chief Investment Officer (CIO). This position is responsible for assisting/supporting the CIO in all duties related to the investment of the portfolio, including but not limited to portfolio strategy, manager due diligence, and internal/external communications and reporting. This position is expected to uphold the highest standards of integrity and professionalism, plan sponsor focus and system efficiency. The Managing Director is responsible for the operational infrastructure of the plan in accordance with the County Employees Retirement Law of 1937 and the Board of Retirement's directives. The Managing Director will lead the operational implementation of OCERS' investment program strategic vision.

Supervision Exercised:
In cooperation with the Chief Investment Officer, the Managing Director will take a leading role in the following performance attributes including but not limited to:
- Investment portfolio strategy and construction
- Investment manager due diligence and selection

OCERS Managing Director of Investments Santa Ana, CA

Supervision Exercised (cont'd):
- Risk management analytics and reporting
- Investment Committee communications and education
- Investment policies, procedures and compliance
- Personnel management and talent development
- Internal/external communications
- Professional network building and continued education

Education and/or Experience:
- Bachelor's Degree in Economics, Accounting, Finance, Business or a related field
- Minimum of ten years of progressive work experience with an institutional asset management firm, pension plan, foundation or endowment

Preferred:
- Significant experience with private equity and other private capital/alternative investments is preferred
  OR
- Chartered Financial Analyst (CFA) certification is preferred

Special Notes, Licenses or Requirements:
Highly Desirable:
- Master's Degree in Business Administration or related field
- Chartered Alternative Investment Analyst (CAIA) certification
- Professional licensure as an investment principal or equivalent
- Prior public pension experience or equivalent experience with an institutional investor of comparable complexity
- A valid California class C driver's license or the ability to arrange necessary and timely transportation for field travel
- May be required to use personal vehicle
- A complete background investigation is required; a felony or misdemeanor conviction may be cause for disqualification

Knowledge/Skills/Abilities:
- Investment concepts, terminology, styles, models, and strategies, including portfolio theory, asset allocation and performance measurement, and a solid understanding of capital markets
- Economic indicators and theories and market conditions and trends and their effect on short and long term investment programs and strategies

OCERS | Managing Director of Investments | Santa Ana, CA

Knowledge/Skills/Abilities (cont'd):

- Principles and practices of institutional investment management
- Investment management due diligence procedures and practices
- Statistical and analytical techniques/programs applicable to evaluating investment managers and portfolios
- Sound knowledge of compliance risks and audit issues relevant to OCERS
- Risk monitoring and management methods and techniques
- Custodial operations, cash controls and operational processes required by a public pension plan or other complex institutional investor
- Methods to analyze the quality, accuracy, and reliability of manager and consultant reports and the application of such data
- Applicable investment laws, rules, regulations, compliance considerations and professional standards
- Fiscal, actuarial, budgetary and cost projection principles and procedures pertaining to retirement system funding
- Peer networks within the pension or broader institutional investment community, including the available field of outside investment managers and consultants
- Performance evaluation and talent management techniques as it pertains to mentoring and developing a high performing, engaged internal staff

Skills/Abilities:

- Establish and maintain professional relationships with members of the Board of Retirement, OCERS management and professional staff, and consultants
- Evaluate the overall performance of the external investment managers and consultants and recommend changes when necessary
- Coordinate internal staff activity, as assigned, directed or guided by the CIO
- Understand and interpret laws, rules and regulations governing the investment of public funds
- Analyze current economic, financial and market trends worldwide on an ongoing basis
- Manage quantitative research projects and evaluate risk models
- Evaluate and negotiate investment manager contracts including liquidity terms, fee structures and other OCERS' requirements
- Evaluate complex investment transactions
- Interact with external service providers such as actuarial and investment consultants, legal counsel, custodians and money managers
- Prepare comprehensive correspondence, reports, and budget documents for the CIO and the Board of Retirement, executive staff, and managers and present orally and in writing
- Exhibit exemplary interpersonal skills and exercise sound judgment and professionalism in business matters

November 2018 Job Bulletin

OCERS | Managing Director of Investments | Santa Ana, CA

Skills/Abilities (cont'd):

- Understand and assess the quality, accuracy and reliability of manager and consultant reports
- Communicate in English clearly, concisely and effectively both orally and in
- Writing
- Perform job functions independently and in an ethical and objective manner
- Use computer software to compose spreadsheets, graphs, flowcharts, calculations and time reports, etc.
- Establish written internal operating procedures and systems that assure
- knowledge transfer, institutional memory and sufficiency of training materials.

Compensation and Benefits:
Compensation will be determined based on the experience level, credentials and personal characteristics of the candidate. OCERS employee benefits program will be offered to the successful candidate. The competitive benefit package includes retirement and deferred compensation programs; health, dental, life and disability insurance; professional organization memberships and tuition reimbursement up to $3,000 maximum annually; a taxable optional benefit plan; and annual leave. Relocation expenses will be negotiated on an individual basis.

How to Apply: Visit the website for more information http://www.ocers.org/careers/careers.htm

OCERS, as an Equal Employment Opportunity employer, encourages applicants from diverse backgrounds to apply.

November 2018 Job Bulletin

PIMCO **Institutional Account Manager** **Newport Beach, CA**

Company Overview:
PIMCO partners with a wide range of institutions, including corporations, central banks, universities, endowments and foundations, and public and private pension and retirement plans. In addition we work with financial advisors and millions of individual investors pursuing personal financial goals, from preparing for retirement to funding higher education. Investing our clients' assets is a tremendous responsibility, and for that reason there can be no shortcuts. We work relentlessly to help these investors reach their goals.

Position Description:
PIMCO is a global investment solutions provider with more than 2,200 dedicated professionals in 12 countries focused on a single mission: to manage risks and deliver returns for our clients. We are recognized as an innovator, industry thought leader and trusted advisor to our clients around the world. 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.

PIMCO's client management team is comprised of client-facing relationship management and sales professionals who are directly responsible for contributing to the firm's success. We represent PIMCO to our clients and prospective clients and seek to deliver investment solutions that leverage PIMCO's position as one of the world's premier fixed income investment managers.

We believe there is nothing more important than the partnership with our clients. Markets don't stand still and neither do we, innovating to build solutions to meet investors' evolving needs. We are invested in helping our clients achieve what they set out to accomplish.

The US Financial Institutions Group is seeking to hire an Account Manager who will be responsible for fostering, growing and strengthening relationships with large institutional investors such as pension funds, endowments, foundations, and single family offices.

Responsibilites:
- Educating clients about a broad set of investment strategies and building relationships across client organizations
- Developing a deep understanding of client needs , organizational structure and industry trends to position client-centric solutions
- Collaborating with other PIMCO investment professionals, including Product Strategists and Portfolios Mangers
- Providing information about performance attribution, market performance and macroeconomic conditions
- Outlining the firm's current economic outlook and portfolio strategy

November 2018 Job Bulletin

PIMCO | Institutional Account Manager | Newport Beach, CA

Position Requirements:

- Relevant experience in financial markets or macro related field, 1-2 years post MBA preferred
- MBA degree with an emphasis in Finance and Economics or a related, quantitative/analytical field from an accredited, leading business school or university, or other equivalent Advanced Degree as it relates to the position
- Chartered Financial Analyst (CFA) designation, or willingness to pursue immediately upon joining
- Series 7, 63, 3, and other applicable licenses, or ability to obtain immediately upon joining

Personal Characteristics:

- Ethical, collaborative, organized, flexible, high-energy, self-starter, accountable
- Ability to articulate ideas/strategies/views clearly verbally, in writing, and during presentations
- Personable and credible, ability to influence and develop client relationships into strategic partnerships
- Passion for financial markets, macroeconomics and investment strategy
- Strong analytical abilities; capacity to blend the quantitative with the qualitative. Able to listen to client needs and forge solutions

How to Apply: Please apply directly at https://careers.pimco.com/

We are an Equal Opportunity Employer and do not discriminate against any employee or applicant for employment because of race, color, sex, age, national origin, religion, sexual orientation, gender identity, status as a veteran, and basis of disability or any other federal, state or local protected class

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

November 2018 Job Bulletin

Verus | **Consulting Associate** | **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.

Position Overview:
Verus is in search of a dynamic individual to join our downtown Seattle office. Candidates should have a good grasp of the investment industry and capital markets and be client-service focused. Candidates should have strong analytical skills, written and organizational skills. The Consulting Associate's primary responsibility is to support a Senior Consultant in the effective delivery of our consulting services, spanning investment strategy, asset allocation, investment manager assessment and implementation.

Essential Functions:
- Strong working knowledge of each consultant's clients and provide necessary back up support
- Efficient and effective presentation of special analytical presentations
- Investment Policy Statement development
- Investment Manager Coordination
- Respond to client requests
- Demonstrate ability to apply Verus' research by providing value-added suggestions and incorporating research into assigned tasks
- Support consultants in new business development

Prerequisites:
- Bachelor's Degree required; preferably Business or Finance
- Progress towards CFA preferred
- Two years or more of analytical and research experience in a related field

November 2018 Job Bulletin

Verus Consulting Associate Seattle, WA

Prerequisites (cont'd):

- Excellent writing skills required
- Solid knowledge of financial and equity investing techniques; knowledge and familiarity with equity markets and the pension fund industry

How to Apply: For consideration, include resume, writing sample, and salary requirements to jobs@verusinvestments.com. No phone calls, please.

Verus is an Equal Opportunity Employer.

November 2018 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.

Position Overview:
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: Please e-mail resume, cover letter, and salary requirements to jobs@verusinvestments.com
No phone calls, please. Verus is an Equal Opportunity Employer.

November 2018 Job Bulletin

Voya | **Junior Analyst, Agency Mortgage-Backed Securities** | **Atlanta, GA**

Company Overview:
Voya Investment Management (Voya IM) is a leading active asset management firm. As of March 31, 2018, Voya IM manages approximately $227 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.
Summary

To enhance the return of Voya Investment Management's different client portfolios by performing fundamental credit research and making timely trade recommendations based on relative value and expected changes in issuer profiles. You will be responsible for recommending trades and for monitoring the credit quality of holdings in the insurance accounts, pension fund, and mutual fund family. You will assume coverage of select industries within the investment grade corporate universe. You will work with guidance from the Co-Heads of Investment Grade (IG) Credit and from interaction with the Investment Grade Credit Team's senior analysts.

Key Responsibilities:
- Perform fundamental credit analysis and construct financial models on investment grade public corporate bond issuers primarily within industrials industry sectors
- Develop research strategies to find the best relative value among issuers and among the industry sectors assigned
- Build relationships with Wall Street brokers, traders, and analysts to glean additional insights on market, industry, and issuer credit developments
- Collaborate with portfolio managers to implement portfolio strategies
- Participate in relative value/credit meetings
- Where applicable, provide 2A-7 credit support for the money market portfolio
- Perform ad hoc credit analysis support for other departments as assigned on occasion
- Understand and follow firm policies and procedures while performing the roles outlined above

Qualifications:
- Approximately 3-5 years of credit analysis experience
- CFA Designation or equivalent preferred
- Strong skills in credit analysis and problem solving
- Ability to be forward-looking and to correlate anticipated changes in credit quality with relative value
- Detail oriented yet able to maintain a broad perspective
- Ability to clearly and concisely communicate investment recommendations both verbally and in writing
- Strong teammate who believes in an integrated team driven investment process

Voya	Junior Analyst, Agency Mortgage-Backed Securities	Atlanta, GA

Qualifications (cont'd):

- Ability to work independently in a fast-paced environment
- Strong computer and data management skills

Additional Information:

- The job is based in Atlanta, GA. Previous experience with a top-tier buy-side/sell-side firm is helpful

Critical Skills:

At Voya, we have identified the following critical skills which are key to success in our culture:

- Customer Focused: Passionate drive to delight our customers and offer unique solutions that deliver on their expectations
- Critical Thinking: Thoughtful process of analyzing data and problem solving data to reach a well-reasoned solution
- Team Mentality: Partnering effectively to drive our culture and execute on our common goals
- Business Acumen: Appreciation and understanding of the financial services industry in order to make sound business decisions
- Learning Agility: Openness to new ways of thinking and acquiring new skills to retain a competitive advantage

How to Apply: Please visit https://godirect.wd5.myworkdayjobs.com/voya_jobs/job/GA-Atlanta-Powers-Ferry-Rd/Senior-Analyst--Agency-Mortgage-Backed-Securities_JR0019490

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

November 2018 Job Bulletin

Voya **Macro Strategist** **Atlanta, GA**

Company Overview:
Voya Investment Management (Voya IM) is a leading active asset management firm. As of March 31, 2018, Voya IM manages approximately $227 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.
Summary

As the Macro Strategist, you will support the development of Voya Investment Management's fixed income macro strategy and will participate in establishing the overall level of risk in client's portfolios.

Key Responsibilities:
- Contribute to the development of the macro strategy
- Assist in developing views on various fixed income sectors, including the strategic positioning of interest rates and currencies for hedging purposes
- Participate in the Fixed Income investment strategy meetings, presenting to senior management on the macro outlook as it relates to asset allocation issues
- Interact with Portfolio Managers and other investment team members to support the investment process
- Work with the rest of the Fixed Income Macro and Quantitative Research team to develop and improve fixed income asset allocation models

Qualifications:
- Bachelor degree in Finance or related field; Graduate degree in a quantitative discipline preferred
- 3-5 years of Fixed Income investment strategy or research experience
- Working knowledge of macroeconomics and econometrics including a strong knowledge of G-20 economies
- Strong communications skills
- Thorough knowledge of portfolio construction theory and applications
- Knowledge and experience in analyzing some or all of the following fixed-income asset classes -- treasuries, agencies, MBS, Credit, ABS, high-yield
- Working knowledge of fixed-income concepts including but not limited to OAS, effective duration, spread duration, effective convexity, yield measures, beta, and tracking error
- Good understanding and/or experience with fixed-income derivatives such as futures, credit default swaps, interest rate swaps, swaptions, options on bonds, and futures and currencies
- Collaborative team member
- Ability to work within a framework
- Excellent problem solving skills

November 2018 Job Bulletin

Voya | Macro Strategist | Atlanta, GA

Qualifications (cont'd):
- Ability to work in a fast paced environment
- Strong process engineering skills focused on bridging the investment and quantitative divide

Critical Skills:
At Voya, we have identified the following critical skills which are key to success in our culture:
- Customer Focused: Passionate drive to delight our customers and offer unique solutions that deliver on their expectations
- Critical Thinking: Thoughtful process of analyzing data and problem solving data to reach a well-reasoned solution
- Team Mentality: Partnering effectively to drive our culture and execute on our common goals
- Business Acumen: Appreciation and understanding of the financial services industry in order to make sound business decisions
- Learning Agility: Openness to new ways of thinking and acquiring new skills to retain a competitive advantage

How to Apply: Please visit https://godirect.wd5.myworkdayjobs.com/voya_jobs/job/GA-Atlanta-Powers-Ferry-Rd/Macro-Strategist_JR0019601

November 2018 Job Bulletin

Voya **Credit Analyst, Investment Grade** **Atlanta, GA**

Company Overview:
Voya Investment Management (Voya IM) is a leading active asset management firm. As of March 31, 2018, Voya IM manages approximately $227 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 Purpose:
This is an opportunity to join an active agency mortgage-backed securities (MBS) investment team with over $10 billion in AUM. The team has a consistent track record of strong performance investing in mortgage-backed securities issued by FNMA, FHLMC and GNMA for clients including: insurance companies, pension accounts, retirement accounts and retail investors.

Key Responsibilities:
In the analyst role, you will work extensively with the portfolio managers in creating and maintaining daily analytics, summarizing research reports, providing trade support, as well as developing multi-factor relative value graphs, charts and reports. You should be analytically and technically proficient, have a strong level of communication and self-motivation.

Qualifications:

- Bachelor's degree in finance, quantitative analysis, mathematics, statistics, accounting or a related field
- Progress toward CFA Charter, MBA or Master's in Quantitative Finance discipline desired
- 1 – 4 years buy-side Fixed Income experience, preferably in the capacity of Investment Management
- Programming/coding experience with MATLAB with an emphasis on statistics and machine learning
- Direct experience working with mortgage-backed securities preferred
- Excellent analytical and quantitative skills
- Ability and willingness to quickly learn the investment strategy and related issues of the business, many of which are highly complex and quantitative
- Strong leadership and organizational skills
- Ability to work in a complex organization effectively
- Demonstrated problem solving and decision-making skills
- Good verbal and written communication skills
- Self-motivated, focused and highly driven to meet goals and deadlines
- Strong teamwork skills

Critical Skills:
At Voya, we have identified the following critical skills which are key to success in our culture:

November 2018 Job Bulletin

Voya   Credit Analyst, Investment Grade   Atlanta, GA

Critical Skills (cont'd):

- Customer Focused: Passionate drive to delight our customers and offer unique solutions that deliver on their expectations.
- Critical Thinking: Thoughtful process of analyzing data and problem solving data to reach a well-reasoned solution.
- Team Mentality: Partnering effectively to drive our culture and execute on our common goals.
- Business Acumen: Appreciation and understanding of the financial services industry in order to make sound business decisions.
- Learning Agility: Openness to new ways of thinking and acquiring new skills to retain a competitive advantage.

How to Apply: Please visit https://godirect.wd5.myworkdayjobs.com/voya_jobs/job/GA-Atlanta-Powers-Ferry-Rd/Credit-Analyst---Investment-Grade_JR0019853

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

November 2018 Job Bulletin

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

Company Overview:
Voya Investment Management (Voya IM) is a leading active asset management firm. As of March 31, 2018, Voya IM manages approximately $227 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.
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

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

November 2018 Job Bulletin

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

Ideal Candidate (cont'd):

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

Critical Skills:

At Voya, we have identified the following critical skills which are key to success in our culture:

- Customer Focused: Passionate drive to delight our customers and offer unique solutions that deliver on their expectations
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- Team Mentality: Partnering effectively to drive our culture and execute on our common goals
- Business Acumen: Appreciation and understanding of the financial services industry in order to make sound business decisions
- Learning Agility: Openness to new ways of thinking and acquiring new skills to retain a competitive advantage

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

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

November 2018 Job Bulletin

Voya | **Analyst/Associate, Hedge Fund Investor Relations** | **New York, NY**

Company Overview:
Voya Investment Management (Voya IM) is a leading active asset management firm. As of March 31, 2018, Voya IM manages approximately $227 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.

Position Description:
This position will focus on the Investor Relations function for the Structured Assets & Alternatives business at Voya Investment Management. The role involves the ongoing support for a $2+ billion platform of fixed income hedge funds and other alternative product offerings. The individual will be part of a small, dedicated team responsible for overseeing the firm's growing alternatives business. Preference is for a candidate with knowledge of fixed income markets (especially credit, mortgages, or real estate debt), derivatives, and/or hedge fund/private debt fund experience. Experience working with institutional investors is also a plus. Candidate should be a self-starter with a strong attention to detail.

Key Responsibilities:
- Assist with responding to investor queries and support the sales team globally
- Prepare marketing materials and periodic updates
- Maintain industry databases and online portal
- Assist with monitoring all investor transactions; coordinating with accounting, operations, and fund administrator to reconcile investor activities and ensure proper set up of new investors
- Assist with the oversight of the transfer agent in client onboarding and investor statements
- Assist in the creation of technical marketing material and analysis
- Work on the development and launch of new alternative offerings

Qualifications:
- At least 2 years of meaningful work experience in the investment management industry - prior hedge fund or other relevant alternatives experience preferred
- Bachelor's degree at a minimum
- Strong analytical skills with a working knowledge of fixed income investments and derivatives
- A self-starter with strong organizational skills, a high attention to detail, and the ability to handle multiple projects and deadlines
- Excellent verbal and written communication skills
- Experience with client and/or performance reporting
- Proficient in Excel and PowerPoint
- Salesforce/CRM and BlackRock Aladdin experience a plus

Voya | Analyst/Associate, Hedge Fund Investor Relations | New York, NY

Qualifications (cont'd):

- Series 7 license a plus

Critical Skills:

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How to Apply: Please visit https://godirect.wd5.myworkdayjobs.com/voya_jobs/job/NY-New-York-230-Park-Ave/Associate--Hedge-Fund-Investor-Relations_JR0018980

November 2018 Job Bulletin

Voya **Product Marketing Associate** **New York, NY**

Company Overview:
The Product Marketing Associate will join the broader Marketing organization as a member of the Content Strategy team at Voya Investment Management. The Content Strategy team is responsible for the development and maintenance of investment communications and product marketing collateral to support brand building, sales and client retention efforts across both the institutional and intermediary distribution channels.

Primary Responsibilities:
- Support Product Marketing Manager and Content Strategy team in the creation of core product marketing messages at an institutional and intermediary level of depth
- Project manage initiatives that help streamline / standardize marketing collateral across and within distribution channels
- Develop content to enhance product marketing collateral
- Translate sophisticated investment concepts into concise, compelling selling points focused on solving the challenges of Voya's institutional and intermediary clients
- Cultivate a deep understanding of Voya products and the prospective client markets and how Voya can differentiate itself
- Copy edit and fact check quarterly collateral as needed
- Assist with the development of creative content and sales ideas to support increased sales
- Enforce superior quality control to ensure the accuracy of all content as well as consistency with firm style and brand
- Build relationships and collaborate with portfolio managers, sales teams, and product and marketing peers to produce materials and messaging that support sales growth, retention and asset goals within the institutional channel
- Develop highly collaborative relationships with all areas of the organization to ensure effective marketing campaigns and programs
- Work closely with marketing operations and digital marketing team to develop streamlined processes
- Innovate and explore new tactical and strategic initiatives focused on growing our business
- Attention to detail and an eye for quality
- Ability to understand and articulate technical investment capabilities and differentiators into actionable, sales oriented content deliverables to more effectively reach our institutional clients is critical

Requirements:
- 3-5 years of experience in a product marketing role with a financial services company
- Excellent organizational and time- and project-management skills; ability to keep yourself and others on track in a fast-pace, high-volume environment

November 2018 Job Bulletin

Voya | Product Marketing Associate | New York, NY

Requirements (con'td):

- Strong writing, editing, communication and presentation skills, including the ability to tailor materials for various audiences/levels of sophistication
  - Ability to synthesize complex ideas into easily digestible selling points
  - Ability to visualize data i.e. turn complex ideas into meaningful and concise graphs or graphics
- Strong grasp of investment concepts, products and the asset management industry; ability to interpret investment research to support and create performance proof points
- Deep understanding of fixed income markets a plus
- Understanding of data sources, data bases and marketing enablement systems a plus
- Proven success in establishing and nurturing relationships with investment and sales professionals
- Creative, proactive problem solver able not only to identify areas for improvement but also to address them
- Highly flexible; comfortable working with changing timeframes and short deadlines
- Keen attention to detail
- Enthusiasm and eagerness to own assignments
- Willingness to learn; positive attitude
- Focus on teamwork and cooperation/coordination
- Strong PowerPoint skills
- Effective knowledge of MS Word and Excel

How to Apply: Please visit
https://www.linkedin.com/jobs/cap/view/888060002/?pathWildcard=888060002&trk=job_capjs

November 2018 Job Bulletin

Western Asset | **Client Service Associate** | **Pasadena, CA**

Overview:
Individual will work on a team with multiple Client Service Executives (CSEs) and Client Service Associates (CSAs) to provide cohesive and proactive service to institutional client relationships. This position is responsible for all aspects of client servicing for existing institutional fixed income clients.

Responsibilities:
- Work alongside CSEs to provide ongoing support to client base (ongoing/new)
- Research, monitor and follow-up on client cross-sell opportunities, including assessing client needs, providing competitive analysis and offering product data as needed
- Provide consistency in reporting and message, creation and dissemination of data, and overall outstanding client service
- Provide input into internal and external client communication, including the coordination and oversight of client presentation materials for CSEs. More specifically, assist in the creation and production of custom materials for calls and other ad hoc requests
- Prepare for and participate in internal department meetings as well as on-site client meetings
- Maintain ongoing knowledge of WA products, investment processes, philosophy and performance, as well as keep current on investment strategies, market conditions and key occurrences in the global marketplace
- Identify and develop processes that improve service to clients
- Initiate and complete projects that result in efficiencies within the firm, department or team

Qualifications:
- Four years minimum relevant work experience; or a minimum of two years Client Service/Marketing experience in the Investment Management Industry
- Bachelor's degree in Business Finance, Accounting or related field; MBA and/or CFA designation a plus
- Organized and detail-oriented; Ability to take initiative, work in a fast-paced environment and think clearly under pressure; and Ability to multi-task and prioritize requests for multiple CSEs
- Excellent communication and inter-personal skills, both written and verbal
- Solid understanding of fixed income securities, operations and portfolio management
- Interest in investments, finance and marketing with a focus on client service
- Strong work ethic, team player and positive attitude
- Strong computer skills (MS Word, Excel, Outlook)

Minimum requirements:
- Undergraduate degree in related field
- Masters Degree/CFA certification a plus
- Experience may offset academic requirements

November 2018 Job Bulletin

Western Asset	Client Service Associate	Pasadena, CA

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

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.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

November 2018 Job Bulletin

Western Asset **ESG Research Analyst** **Pasadena, CA**

Overview:
The ESG Research Analyst will monitor ESG data and news for issuers, provide support for the firm's ESG research efforts, work with other internal teams to develop capabilities and processes, and assist in the development of Investment Management (IM) tools and marketing materials. The analyst will help to develop the firm's value proposition and contribute to the firm's thought leadership in ESG.

Responsibilities/Duties:

- Conduct surveillance of ESG issues
  - Monitor third-party vendor data, news and credit research
  - Provide appropriate reports on issuer and industry ESG issues
- Provide analysis and support for ESG client reports and research
  - Perform quantitative analysis for client ESG reports
  - Facilitate responses to ESG-related client requests and RFPs
  - Support Research Analysts by conducting industry and issuer ESG analysis
  - Facilitate and participate in ESG engagement with issuers
- Collaborate with other internal teams to develop Western Asset's ESG capabilities
  - Work with Technology, Legal and Client Services to develop ESG reporting and compliance functions
  - Participate in quality assurance and release testing
  - Work with Risk/Analytics on ESG performance attributions and portfolio risk/return assessment
- Work on product development and marketing initiatives
  - Create model ESG portfolios and related presentation content
  - Contribute to ESG thought leadership

Competencies:

- 3-5 years of relevant work experience, demonstrating the ability to perform analytical and research tasks
- Passion for aligning financial returns with environmental and societal impact
- Self-motivated with ability to work independently and to adapt to changing environment
- Ability to meet tight deadlines while exercising strong attention to detail
- Excellent analytical and problem solving ability, financial, mathematical and statistical skills
- Proficiency in Excel, Microsoft Access
- Solid knowledge of a major programming language, i.e. Visual Basic
- Strong communication skills, both written and verbal

November 2018 Job Bulletin

Western Asset | ESG Research Analyst | Pasadena, CA

Academic Qualifications (minimum requirements):

- Bachelor's degree in related discipline
- Chartered Financial Analyst (CFA) encouraged

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.

November 2018 Job Bulletin

Wilshire Associates Inc. **Analyst/Senior Analyst** **Santa Monica, CA**

Job Description:
Wilshire Funds Management (WFM) is looking to add an Analyst or Senior Analyst responsible for ownership of a wide variety of marketing projects and collateral including content development and graphic design. 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, facts sheets, brochures, and website content. This individual will combine an understanding of the investment management space with high levels of graphic design, layout and execution skills to ensure the high-quality cosmetic appeal of all internal and external deliverables.

The successful candidate must thrive at taking complex investment concepts and communicating these concepts in ways that average investors can understand.

Key Responsibilities:
- Work closely with key members of WFM to create, update and manage ongoing deliverables in support of clients and business initiatives
- Manage the ongoing development and automation of investment product fact sheets
- Manage the ongoing design and update of all pitchbooks, client approved marketing pieces, and value-added collateral
- 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 staff

Desired Skills and Background:
- Bachelor's degree in Graphic Design, Marketing or related area
- Ability to work from concept through final design, demonstrated project management skills
- Knowledge of financial markets or experience working at a financial services firm
- Able to take content (text and data) from senior personnel and convert into high quality graphics
- Experience creating graphic content for social media (Twitter and LinkedIn)
- Thrive in a fast-paced, deadline driven environment; juggling multiple projects at once
- Collaborate seamlessly with outside vendors (website, marketing)
- Strong communication skills, both written and verbal, and the ability to identify, cultivate and maintain relationships
- Ability to adapt to a changing environment and change focus and priorities as a result
- Ability to use AfterEffects CC and Premier CC is a plus

Wilshire Associates Inc. Analyst/Senior Analyst Santa Monica, CA

Software Proficiency:
Skilled in:

- MS Excel
- MS PowerPoint
- MS Word
- Adobe Illustrator CC
- Adobe InDesign CC
- Adobe Photoshop CC
- Adobe AfterEffects CC
- Adobe Premiere CC
- Google Analytics

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

November 2018 Job Bulletin

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

Job Description:
Wilshire's Consulting Division is seeking applicants for an Analyst that would work in a pooled performance group, based in Santa Monica, CA. The job involves rate of return calculation and verification, analytics computation and data mining.

Responsibilities Include:

- Providing accurate and timely performance reporting; communicating with various vendors to resolve discrepancies/conduct reconciliations
- Analyzing and monitoring the integrity of data submitted by thousands of investment managers by auditing database for outliers, holes, etc.
- Serve as first point of contact for investment managers submitting to Wilshire's web-based questionnaire
- Assistance in investment research projects using Wilshire analytics tools
- Assistance in investment structure analysis and manager research activity
- Conducting market and manager research

Required Qualifications:

- 0 to 3 years work experience in financial, accounting or investment industries
- Undergraduate degree in Finance, Accounting, Economics or Mathematics
- Solid work habits, including strong detail orientation, good problem-solving skills, and an ability to organize and prioritize work in order to meet deadlines
- Good quantitative and computing skills

Preferred Qualifications:

- Participation in the Chartered Financial Analyst (CFA) program is expected
- Strong desire to work in the institutional investment industry
- Good writing and communication skills

Our Offer:

- An international, dynamic, entrepreneurial work environment
- Competitive compensation package
- 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.

November 2018 Job Bulletin

Wilshire Associates Inc. Analyst Santa Monica, CA

How to apply (cont'd):

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WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

November 2018 Job Bulletin

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

Job Description:
Wilshire Associates has four business units; Wilshire Consulting, Wilshire Analytics, Wilshire Funds Management and Wilshire Private Markets ("WPM"). Since its founding in 1972, Wilshire Associates has evolved from an investment technology firm into a global advisory company specializing in investment products, consulting services, and technology solutions. We have maintained throughout our history our strong commitment to our clients and have worked to retain our position of leadership in providing innovative ideas to the investment industry. WPM is a global private markets solutions provider, managing multi-investor discretionary funds, 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, private credit and private real assets, and currently manages and advises on approximately $8.5 billion of institutional capital. We have offices in the United States, Europe, and Hong Kong.

Responsibilities Include:
- Contributing member of WPM investment team with responsibilities throughout the investment process
- Acting as key member of deal teams with responsibilities for sourcing potential investment opportunities, conducting due diligence and drafting investment memorandums for fund investments and co-investments
- Ongoing monitoring of existing investments
- Completing special project assignments

Preferred Experience and Skills:
- Candidate should possess 3-5 years of relevant investment experience within the private markets
- Outstanding written and oral communication skills
- Excellent analytical skills (both quantitative and qualitative)
- High proficiency in Microsoft Office (particularly Excel)
- Ability to work independently and efficiently under time pressure in a fast- paced environment with a special attention to detail

Required Education:
- Bachelor's degree from top-tier school

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

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

November 2018 Job Bulletin

Wilshire Associates Inc. | Associate | Santa Monica, CA

Our Offer (cont'd):

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

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WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

November 2018 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

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
-

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WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

November 2018 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.

November 2018 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.

WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

November 2018 Job Bulletin

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

Job Description:
Wilshire Associates has four business units; Wilshire Consulting, Wilshire Analytics, Wilshire Funds Management and Wilshire Private Markets ("WPM"). Since its founding in 1972, Wilshire Associates has evolved from an investment technology firm into a global advisory company specializing in investment products, consulting services, and technology solutions. We have maintained throughout our history our strong commitment to our clients and have worked to retain our position of leadership in providing innovative ideas to the investment industry.

Wilshire Private Markets is a global private markets solutions provider, managing multi-investor discretionary funds, 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, private credit and private real assets, and currently manages and advises on approximately $8.5 billion of institutional capital. We have offices in the United States, Europe, and Hong Kong.

The expected start date for this position is January 2019. This individual will be a member of the WPM investment team, working closely with senior management of the division.

Responsibilities Include:
- Contributing member of WPM investment team, with responsibilities throughout the investment process
- Helping maintain WPM's research database
- Acting as key member of deal teams, conducting due diligence and drafting investment memos for fund investments and transactions (e.g., co-investments and secondaries)

Required Experience and Skills:
- Bachelor's degree from top-tier school
- Excellent analytical skills (both quantitative and qualitative); internship at a nationally recognized investment banking, management consulting or financial services firm is preferred
- Outstanding written and oral communication skills
- High proficiency in Microsoft Office (particularly Excel)
- Ability to work independently and efficiently under time pressure in a fast- paced environment with a special attention to detail

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

November 2018 Job Bulletin

Wilshire Associates Inc. | Analyst | Santa Monica, CA

Our Offer (cont'd):

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

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WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

November 2018 Job Bulletin

Wilshire Associates Inc. | **Vice President, Relationship Manager** | **Santa Monica, CA**

Job Description:
Wilshire Associates Incorporated is seeking an investment professional for a relationship management position to join the Wilshire Private Markets (WPM) Group. The ideal candidate will possess a combination of investment skills and prior experience interacting with a sophisticated institutional client base.

WPM is a global private markets solutions provider, managing commingled discretionary fund of funds, customized separate accounts, and non-discretionary mandates. WPM currently advises on over $10 billion of institutional capital, including investments in private partnerships, direct co-investments and secondary limited partnership interests with a focus on buyouts, venture capital, distressed strategies and real assets. This individual will be a member of the WPM U.S. investment team, working closely with senior management of the division.

Responsibilities Include:
- Managing institutional client relationships either in a lead or supporting capacity
- Manage internal processes and deliverables across a broad array of clients globally
- Frequent interaction with WPM institutional clients to provide WPM reports and work product, and assisting with specific information requests
- Contributing member of WPM investment team, with responsibilities throughout the investment process
- Acting as key member of deal teams, with responsibilities for sourcing potential investment opportunities, conducting due diligence and drafting investment memorandums for fund investments and transactions (e.g., co-investments and secondaries)
- Completing special project assignments

Preferred Experience and Skills:
- Candidate should possess at least 5 years of relevant experience, including a combination of investment skills and client-facing experience
- Dedication to excellent client service
- Outstanding written and oral communication skills
- Excellent analytical skills (both quantitative and qualitative)
- High proficiency in Microsoft Office
- Ability to work independently and as part of a broader team in a fast- paced environment with a special attention to detail

Required Education:
- BA/BS in finance, economics, or business related studies

November 2018 Job Bulletin

Wilshire Associates Inc. | Vice President, Relationship Manager | Santa Monica, CA

Preferred Education:

- MBA and/or CFA, CAIA (or progress towards designation preferred)

Benefits:

- Competitive compensation including a bonus opportunity
- 3 weeks of vacation & 8 paid holidays per year
- 401(k)/Roth 401(k)/Medical/Dental/Vision & Life insurance

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WOMEN IN INSTITUTIONAL INVESTMENTS NETWORK

November 2018 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 AltaReturn
- Develop and maintain internal processes for data gathering, quality control and consumption
- Limited 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
- 3+ years programming experience with MS Dynamics
- Knowledge of AltaReturn suite of technology solutions a plus
- Knowledge of MS Azure Cloud
- Strong proficiency with SQL and its variation among popular databases
- Concepts of database and system security
- Principles and practices of database administration (DBA)
- Principles and practices of research methodology and data analysis

November 2018 Job Bulletin

Wilshire Associates Inc. | Information Technology & Data Analytics, Analyst/Associate (DOE) | 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 & Life insurance

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November 2018 Job Bulletin

Wilshire Associates Inc. | **Junior Application Developer** | **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 Senior 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
- Implement security practices on assigned systems
- 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 Master degree in Computer Science
- Minimum 3 years of experience with C#, .NET, .NET Core, ASP.Net, XML, Windows and Web Services, MSMQ and SQL service broker
- Minimum 3 years of experience with Transact SQL (MS SQL Server)
- Minimum 3 years of experience with UI development, including: Angular, HTML, CSS, JavaScript and JQuery

November 2018 Job Bulletin

Wilshire Associates Inc. Junior Application Developer Santa Monica, CA

Desired Skills and Background (cont'd):

- Minimum 3 years of experience with Team Foundation Services and GitHub
- 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 Entity Framework, ADO.NET and LINQ
- Strong debugging skills and excellent problem solving skills
- Operational Data Store modeling, design and development
- Solid Knowledge of SQL Server 2008/2012/2014/2017
- Solid knowledge of SQL objects
- Experience with Microsoft SSRS and SSIS

Our Offer:

- An international, dynamic, entrepreneurial work environment
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