



OFFICE OF THE ILLINOIS STATE TREASURER MICHAEL W. FRERICHS

JOB OPPORTUNITY ANNOUNCEMENT

Job Title: Investment Analyst
Division: Fiscal
Location: Springfield or Chicago, Illinois
Salary: \$45,000 to \$59,000 commensurate with experience

Overview: The Investment Analyst is responsible for assisting in conducting investment due diligence, analysis and monitoring external program managers investing in private and public markets and investment funds in assigned investment programs of the Treasurer's Office. This position will utilize best practices to continually assess asset allocation, measure investment performance, evaluate externally managed investment programs and advise senior management as to the performance of each program. The Investment Analyst interacts with many divisions within the Treasurer's Office in the interest of achieving underlying investment objectives.

Duties and Responsibilities:

- Measures and evaluates investment performance results of approved external investment managers for investment programs including, but not limited to the Illinois Growth and Innovation Fund ("ILGIF").
- Assists in investment and operational due diligence, conducting extensive qualitative and quantitative due diligence of prospective and approved external venture capital, private equity, and private credit investment managers.
- Assists in design of investment framework, asset allocation, investment options, and underlying investment funds for assigned investment programs.
- Contributes to the production of analytical investment memos, standard operating procedures, analytical spreadsheets/visual representations and other special projects in a timely manner.
- Communicates and advises the Director of Investment Analysis and Due Diligence as to the performance of each investment manager, creating reports, summarizing findings, and presenting analyses to senior management in a clear, concise, convincing, and actionable format.
- Assist in performing timely review of monthly, quarterly, annual and special reports issued by program managers to ensure the completeness and accuracy of the content, and to ensure that senior management are well-positioned to assess the effectiveness of investment and program manager performance.

Education and Work Experience: Bachelor's degree in accounting/business administration/finance/economics or a related field, required; 1 to three (3) years of experience in areas of financial analysis, portfolio management, investments, venture capital, private equity, private credit, finance, project management and/or a related field.

Certificates and Licenses Preferred or Required: Progress to completion of either Chartered Financial Analyst (CFA), Chartered Alternative Investment Analysts (CAIA) or a comparable investment certification is preferred, with knowledge of CFA's Global Investment Performance Standards and/or investment fiduciary best practices.

Application Process: Send completed application including letter of interest and resume via email to

Chief Operating Officer @ HR@illinoistreasurer.gov

<http://www.illinoistreasurer.gov/Office of the Treasurer/Employment Opportunities>

Equal Employment Opportunity Employer. Applicants must be lawfully authorized to work in the United States.

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