

# Research Analyst – US Equities

2020

## **Client Leadership - Our Vision**

An independent investment consulting firm, Marquette Associates guides institutional investment programs with a focused client service approach and careful research grounded in real-world experience. We've served clients with a single mission for over 30 years – enable institutions to become more effective investment stewards.

## **Job responsibilities will include, but are not limited to:**

- Develop quantitative and qualitative analysis to support original Marquette research
- Write white papers on topical and academic research topics, as related to the capital markets
- Provide customer service in the on-boarding and ongoing needs of customized reporting/meeting demands
- Assemble client education material
- Write reports/analysis on investment managers for internal and client use
- Analyze overall market factors influencing the asset classes
- Write position and research papers on the asset classes
- Serve as a resource for consultants
- Present research/manager due diligence at client meetings
- Attend weekly Investment Committee and Investment Manager Committee meetings
- Represent Marquette at investment conferences
- Maintain all regulatory reporting requirements

## **Qualifications:**

- Bachelor's degree with 5-10 years investment related experience in the financial service sector or advanced degree in a relevant field (i.e. MBA, Law, Finance)
- Strong client service experience and ability to present information to clients effectively and professionally
- Strong attention to detail and highly organized with ability to work independently to meet deadlines
- Ability to multitask in a fast-paced environment and react to change positively
- Knowledge in Portfolio Management (cash management, trading, re-balancing, asset allocation)
- Solid knowledge of Microsoft Office; ability to quickly learn new software applications
- Critical thinking skills, a self-starter with excellent follow-up abilities
- Professional communication and interpersonal skills

Marquette Associates offers competitive benefits, including medical, dental and vision coverage; flexible spending plans for health care and dependent care; generous time off benefits; 401(k) plan with company match and more.

To apply, please forward your resume to [hr@marquetteassociates.com](mailto:hr@marquetteassociates.com) with the subject line "Research Analyst – U.S. Equities – Your Name".

**We are an Equal Opportunity Employer.**