About UTAM
University of Toronto Asset Management ("UTAM") is the investment manager of the University of Toronto’s endowment and short-term working capital assets.

We are a high-performing and collaborative organization committed to bringing value to the university. We invest globally across a variety of asset classes applying a clear set of responsible investing principles.

Please refer to https://utam.utoronto.ca/ for more information about UTAM.

The Position
Title: Analyst, Risk and Research
Position Type: Full-time, permanent
Reports to: Chief Risk Officer
Location: Toronto, ON (hybrid working options currently available)

Position Summary
This position is one of three analysts reporting directly to the Chief Risk Officer on the six-person Risk and Research team and will play a key supporting role in the team’s production processes. The Risk and Research team is responsible for performance measurement, rebalancing and currency hedging, investment risk management, research, and data management.

This is a great opportunity to join a collaborative and high-performing team of investment professionals within a flat organization and to make a direct contribution to UTAM’s investment risk management activities.

Responsibilities

Performance Measurement
- Participate in the monthly production of performance results for all levels of the portfolio including attribution reports, fund level returns, composite level returns, attribution report, benchmark return reporting, specifically:
  - Prepare input files often requiring engagement with third party performance provider to validate data loading;
  - Reconcile performance reporting output, resolving and escalating issues as necessary; and
  - Develop and maintain internal reporting and, in conjunction with other analysts, shadow-run top-level performance results for audit support purposes.
- Prepare responses to and support ad-hoc performance measurement requests from internal and external stakeholders.
- Support senior team members in researching and proposing enhancements to the performance measurement/attribution methodologies and processes (e.g., via review of academic and practitioner papers, dollar value add methodologies, drawdown distributions, performance ratio analysis, multi-period contribution and attribution of currency effects), including all research steps of recommendation, implementation, documentation and maintenance of approved methods.
Support the development and maintenance of the methodology and process documents related to performance measurement (i.e., the performance compendium).

**Portfolio Rebalancing and Currency Hedging**
- Support portfolio rebalancing and currency hedging processes, including validation of reports, develop, run and validate asset-mix and trade reports and participate in rebalancing and currency hedging meetings.
- Participate in issue and/or review of trade instructions for the portfolios to a third-party service provider and validate positions post-trade.
- Support initiatives to improve and develop trading (related to rebalancing and currency hedging) processes/knowledgebase, as directed.

**Investment Risk**
- Support development, maintenance and operational workflow related to the third-party Investment Risk system and internal Investment Risk Policies, including:
  - Set-up and validate risk proxies;
  - Develop risk proxy recommendations;
  - Maintain internal/customized risk models to feed into the Investment Risk system and interact with the third-party provider to understand the methodologies deployed; and
  - Validate risk results generated by the Investment Risk system.
- Support production of UTAM’s investment risk package.
- Support development of new reports, as required.
- Investigate and comment on sources and rationale for changes in risk results.
- Support development and maintenance of the methodology and process documents related to investment risk (i.e., the internal risk compendium).

**Data Management**
- Support data management program by providing insight on business rules and logic.
- Support development cycle management in the design, implementation and testing of software applications which interact with UTAM’s databases.
- Support testing and validation of data feeds, data tables and input/output data processes.
- Serve as Subject Matter Expert (SME) on data feeds related to positions and cash flows that feed into UTAM’s databases.
- Support internal data users such as Compliance.
- As required, provide support in the overall build-out and maintenance of the data program to support UTAM’s mandate.

**Other**
- Contribute to the team’s research initiatives with respect to idea generation and application / translation of theory to practice.
- Participate in other initiatives as directed.

**Requirements and Experience**
- 1 to 2 years’ experience in an analytics or data management role.
Analyst, Risk & Research

- Relevant university degree (e.g., quantitative discipline, finance, economics) with a strong academic record, and/or progress towards professional designations (e.g., PRM, FRM, CIPM).
- Experience in the investment management industry, prior work with custodial data files and market index providers.
- Proven success in a collaborative, team-oriented environment.
- Strong Excel skills with the ability to learn other analytical tools.
- Some familiarity with data models, database design and development, and ETL tools.
- Knowledge of and some experience with programming in languages such as Python, Matlab and/or R.
- Strong written and oral communication skills are considered essential.

Personal Characteristics
- Unquestionable ethics and integrity.
- Detail-oriented and organized.
- Motivated and hardworking.
- Eager to learn new things.

Compensation
A competitive total compensation package is offered, including a defined-benefit pension plan and financial and paid leave support in completing the CFA designation.

Diversity Statement
UTAM is strongly committed to diversity and especially welcomes applications from racialized persons/persons of colour, women, Indigenous / Aboriginal People of North America, persons with disabilities, LGBTQ2S+ persons, and others who may contribute to the further diversification of ideas. Our values regarding equity and diversity are linked with our unwavering commitment to excellence in pursuing our mission.

Accessibility Statement
UTAM is committed to the principles of the Accessibility for Ontarians with Disabilities Act (AODA). As such, we strive to make our recruitment, assessment, and selection processes as accessible as possible and provide accommodations as required for applicants with disabilities. If you require any accommodations at any point during the application and hiring process, please contact humanresources@utam.utoronto.ca

To Apply
All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority. **Submit your resume and a cover letter** explaining how your qualifications and experience make you a suitable candidate for this position to careers@utam.utoronto.ca. Include “Your Name – Analyst, Risk and Research” in the subject line.

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