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# Example of Associate Portfolio Manager Job Description

Our growing company is searching for experienced candidates for the position of associate portfolio manager. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for associate portfolio manager

* Support the JPS senior portfolio manager who is based in New York
* In conjunction with the requirements from the senior portfolio manager, create and execute credit relative value and opportunistic investment strategies for the JPS Credit Fund including both investment decisions and execution
* Conduct comprehensive and analytical research to enable attractive risk reward trading of inefficiencies and dislocations across the credit markets
* Consider quantitative, fundamental and technical factors in a systematic manner
* Guard against drawdowns
* Achieve performance targets whilst adhering to limits, risk reward targets and investment guidelines as determined by the JPS CIO and senior JPS portfolio managers
* As directed by JPS senior management, contribute to the ongoing performance, capital raising, reputation and growth of the JPS Alternatives Group, including support and portfolio management for other funds and accounts
* Assisting in the portfolio management and monitoring process
* Collaborating with the broader team to analyze individual credits and securities market trends
* Generating trade ideas and executing trades

## Qualifications for associate portfolio manager

* Possess China mutual fund License
* PowerPoint a strong plus
* Management of live strategies
* Analyses of financial time series (e.g., analysis of factor exposures of strategy returns)
* Writing of reports and preparation of material used in client interaction
* Bachelor’s degree and at least 4 years of practical experience in the management of ETFs