Downloaded from <https://www.velvetjobs.com/job-descriptions/investment-analyst-analyst>

# Example of Investment Analyst, Analyst Job Description

Our growing company is hiring for an investment analyst, analyst. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for investment analyst, analyst

* Supports Portfolio Managers in their daily portfolio management duties
* Keeps abreast of major developments in the capital markets
* Actively pursues continuing professional development through leadership and development training available internally through training sponsored by investment industry associations
* Follows general corporate policies and pursues actions that contribute to the Trust Services Group’s overall level of profitability and performance
* Building cashflow models and liaising with Country Managers and Development Directors across our global network
* Preparing and updating weekly IC presentations
* Create discounted cash flow models used to analyze returns for potential acquisitions
* Create proforma models for potential built-to-suit or speculative development projects
* Work directly with Investment Officers in preparing investment memos for senior management and Investment Committee
* Compile and maintain sale comp database for markets within the Central region

## Qualifications for investment analyst, analyst

* Proven Investment Analyst experience
* Minimum of five years investment management experience within a wealth
* A good Bachelor’s degree or Post-graduate degree majoring in Business, Economics or Finance
* CFA Level 1 qualified (or working towards)
* Strong academic performance combined with extracurricular interests and achievements
* Team player with ability to manage own workload