



Example of Associate Research Analyst Job Description

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Our company is growing rapidly and is looking for an associate research analyst. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for associate research analyst

- Conduct analysis and establish rationale for terminating a relationship with an external investment manager
- Work to enhance the monitoring process of current manager line up
- Prepare client materials and involved in some face-to-face client presentations
- Proactively participate in team meetings by providing regular updates on managers under coverage and participating in constructive debates
- Candidate must be native-fluent in Chinese Mandarin language as a speaker, writer and reader
- Candidate will be responsible for building and updating comp sheets and managing the databases and electronic data services
- Candidate must be able to meet the special projects demands of the analyst and be resourceful enough to determine and locate relevant data
- Candidate must be able to demonstrate the ability to live and work in either the United States or China for extended periods of time
- Candidate should be adaptable and have the ability to work well under pressure in a demanding environment
- Candidate should also be able to work independently to produce accurate, detailed materials while meeting tight deadlines

Qualifications for associate research analyst

- Must have a minimum of 1 to 3 years of relevant consumer research experience or related consumer science, sensory or educational experience
- BA/BS degree, or equivalent work related experience, most likely be in any of the following fields
- Bachelor's degree, with a major in business, finance or economics preferred
- 5-10 years investment or related experience
- Be able to edit Equity, Macro and Fixed Income Research in Japanese quickly and accurately