



Example of Hedge Fund Analyst Job Description

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Our company is hiring for a hedge fund analyst. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for hedge fund analyst

- Prepare and present executive presentations
- Keep up to date on current trends in the asset management, particularly hedge fund space, in addition to financial markets, securities, and general investment themes, advances in risk management theory and practice
- Should be capable of understanding various control checks
- Should be able to timely escalate all the issues
- Should have the ability to maintain various MIS reports
- Set-up of various financial security types into the system by following different external sources of information like Bloomberg, Reuters
- Participate in the manager selection process, including due diligence visits and calls with new and existing hedge fund portfolio managers and research analysts
- Work within smaller teams to prepare investment memorandums and present recommendations to the team's Investment Committee
- Contribute to a range of AIMS group-wide initiatives including various research publications, client-related activities, and other business development initiatives
- Maintain and execute a regression testing program to ensure quality of code deployments

Qualifications for hedge fund analyst

- Relevant experience in a client service, sales support or marketing role in the Hedge Fund or Private Equity industry is desirable but not required
- Provide ongoing quantitative analytical support and analyses
- The successful candidate will be a mature self-starter who has demonstrated the ability to function independently in a fast-paced, dynamic and demanding environment
- This person needs to be able to resolve conflict within a short period of time
- This person will be intellectually curious, intuitive, trustworthy and have the highest ethical standards