
Employment Opportunity:

Title: Performance Analyst

Company Profile:

The University of Virginia Investment Management Company (UVIMCO) provides investment management services to the University of Virginia and affiliated entities and is responsible for monitoring and evaluating investment strategies for a \$4 billion investment portfolio. UVIMCO's portfolio is invested globally across a broad range of asset classes and strategies, including: public equity, hedge funds, private equity, venture capital, real assets, credit, fixed income, and derivatives. The Performance Analyst position is a unique opportunity to join a dynamic organization that utilizes world class investment strategies to further the mission of one of the most prestigious public institutions of higher education in the country. For more information on the organization, please visit our website at www.virginia.edu/uvimco.

Position Responsibilities:

Performance reporting responsibilities include:

- Monitoring performance of hedge funds, private equity, fixed income and real asset investments on a monthly basis according to established valuation policy;
- Preparing performance reports for distribution to the UVIMCO Investment team, Board members, and investors;
- Working with UVIMCO's operations team, investment team, and vendors to improve performance reporting processes and develop new operational capabilities;
- Assisting in UVIMCO's yearly audit and preparation for quarterly Board meetings;
- Calculating and tracking extended performance figures across all asset classes, including derivatives;
- Other ad hoc projects based on the needs of the operations and investment teams.

In addition to these responsibilities, the performance analyst will have the opportunity to attend weekly investment committee meetings and gain insight into both macro and micro level investment issues. The position is a great opportunity for someone who would enjoy exposure to an endowment's investment process and direct interaction with investment directors and the Chief Executive Officer. The performance analyst will report directly to the Chief Operating Officer.

Position Requirements:

Qualified candidates will have an undergraduate degree in finance, accounting, business or economics. Alternative majors will be considered but the candidate must demonstrate knowledge of basic financial concepts and an interest in investments. Related work experience of one to three years is a plus but is not required. A high level of professionalism and integrity is a must.

In addition the candidate should have excellent academic credentials. Further, the ideal candidate will be detail-oriented, organized, and self-motivated.

Employment Benefits:

UVIMCO offers a competitive base salary and bonus opportunities. Excellent benefits and a business casual work setting in Charlottesville, VA are also offered.

Application Process:

To apply, please mail, e-mail or fax cover letter and resume to:

UVIMCO – Search Committee
Performance Analyst
PO Box 400215
Charlottesville, VA 22904
Fax: (434) 243-1816
E-mail: uvimco@virginia.edu