



ROLE: Investment Trainee

GRADE: A - £20,000 - £25,000 depending on experience, plus LGPS DB pension

Date: October 2018

Role	Need to do	Need to know	Values and Behaviours
<p><b>Role Purpose:</b>            LGPS Central is looking for candidates seeking an opportunity to build a career in investment management to join our Investment Team in the position of Investment Trainee. Based in the Midlands (Wolverhampton or Matlock), the successful candidates will work under the supervision of Portfolio Managers and Investment Analysts to learn how to analyse and select investments, construct investment portfolios, and develop investment strategies.</p> <p>We offer Investment Trainees excellent prospects for professional development and learning, including financial support to gain relevant professional qualifications (IMA, CFA and equivalents), and career progression within the Investment Team.</p> <p><b>Financial:</b></p> <ul style="list-style-type: none"> <li>• NA</li> </ul> <p><b>Non-Financial:</b></p> <ul style="list-style-type: none"> <li>• Health and Safety</li> <li>• Performance management and reporting</li> </ul> <p><b>Delegated Authority Levels:</b></p> <ul style="list-style-type: none"> <li>• NA</li> </ul>	<p><b>Outcomes:</b></p> <ul style="list-style-type: none"> <li>• Participate in the training programme at LGPS Central rotating across asset classes to gain experience of different investment styles and strategies</li> <li>• Training will also involve working with the Compliance, Risk, Operations and Finance teams</li> <li>• Study for the IMC and CFA exams or equivalent exams expected.</li> <li>• After 2 years on the training programme and having passed the relevant exams you can expect to become an Investment Analyst at LGPS Central</li> <li>• Recommend investment ideas into the LGPS Central mandates using the asset class Investment process</li> <li>• Learn to carry out analysis of risk, sectors, styles, due diligence and Responsible investment under the direction of the portfolio managers.</li> <li>• Manage risk and compliance in accordance with the LGPS Central Risk and Compliance Framework</li> </ul>	<p><b>Skills/Knowledge/Experience/Competence:</b></p> <ul style="list-style-type: none"> <li>• Educated to degree level or have relevant financial experience</li> <li>• Prepared to study for the IMC and then the CFA or an equivalent qualification.</li> <li>• Demonstrate good judgement, numeracy and analytical skills.</li> <li>• First class interpersonal and communication skills.</li> <li>• High aptitude for systems/technology</li> <li>• Flexibility in working across a variety of tasks</li> </ul> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>• Degree level or equivalent</li> </ul>	<p><b>Values:</b></p> <ul style="list-style-type: none"> <li>• Integrity</li> <li>• Service Delivery</li> <li>• Supportive Workplace</li> <li>• Togetherness</li> <li>• Outward Focus</li> </ul> <p><b>Behaviours:</b></p> <ul style="list-style-type: none"> <li>• Open, fair and transparent</li> <li>• Honest and trustworthy</li> <li>• Empowered in making right decisions</li> <li>• Accountability for results and delivery</li> </ul>

<p><b>Reports to:</b></p> <ul style="list-style-type: none"> <li>• CIO</li> <li>• Investment Director</li> </ul> <p><b>Relationships Internal:</b></p> <ul style="list-style-type: none"> <li>• Executive Directors, Board, Non-Executive Directors, Heads of Service, Portfolio Managers and other LGPSC staff</li> </ul>	<ul style="list-style-type: none"> <li>• Support a culture of high performing, collaborative, research-based investing across LGPS Central</li> </ul>		
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LGPS Central Limited provides an exciting, supportive and family-friendly working environment, and we are committed to helping our people achieve their full potential and a healthy work-life balance. We are an inclusive employer and offer equal opportunities to all regardless of an individual's age, disability, gender identity, marriage or civil partnership status, pregnancy or maternity, race, religion or belief, sex and sexual orientation. Candidates who declare that they have a disability and who meet the essential criteria for the job will be offered an interview.