

# **University of Florida Investment Corporation**

The University of Florida Investment Corporation (“UFICO”) was established in June 2004 by the University of Florida Board of Trustees as a direct support organization of UF. The UFICO mission is to promote the educational and research purposes of UF by providing investment research, advice and management services to UF and its affiliated organizations. In doing so, UFICO serves as a fiduciary for the financial assets that have been entrusted in its care. Further information can be found at [www.ufico.ufl.edu](http://www.ufico.ufl.edu).

## **JOB DESCRIPTION**

**Title:** Manager - Analytics  
**Location:** Gainesville, FL  
**Compensation:** Commensurate with experience, UFICO offers a generous benefits package

## **JOB SUMMARY**

UFICO is seeking a highly motivated professional to serve as a key member of the investment team. The Manager – Analytics will work across asset classes and investment strategies to assist with analysis, research, portfolio construction and risk management. S/he will lead the Analytics Team, supporting the Partnership Management Team and Portfolio Management Team.

## **Summary of responsibilities:**

- Develop and maintain data infrastructure to deliver analytics on asset allocation, portfolio risk, and performance across entire portfolio. Build interactive dashboards and customized investment reports for the investment team’s use in ongoing management of the portfolios.
- Coordinate with the operations and investment teams to ensure accurate accounting and performance data is maintained in the portfolio management system as well as document underlying positions and investment exposures.
- Automate the analysis of existing and potential investments using a variety of performance and risk measurement techniques. Document processes.
- Work with colleagues to contribute to the overall asset allocation and risk allocation process through detailed understanding of the broader portfolio and rigorous risk allocation analysis.
- Collaborate on building data infrastructure to support investment portfolios, including active risk overlays and dynamic portfolio hedges
- Generate monthly and quarterly reports for both internal and external stakeholders, including quarterly reports for the UFICO Board of Directors. Work with senior team members to enhance reporting of portfolio performance, positioning, and risk statistics.
- All other duties as assigned

## **QUALIFICATIONS**

- Bachelor’s degree required. Advanced degree (or progress towards one) is desired. Preferable concentration in engineering, science, math, finance, economics or other related quantitative/analytical field. CFA designation (or progress towards one) is desired.
- Minimum of five years of experience. Preference for individuals with prior relevant experience at asset managers, consulting firms, investment solutions groups, or other asset owners (E&Fs, family offices).
- Strong qualitative analytical skills, such as programming experience in SQL, R, AWS, Power BI, and/or Tableau preferred. Excellent written/verbal communication a must.
- Proficiency with Microsoft Office, specifically Excel and PowerPoint. Aptitude and willingness to learn new technologies: Backstop, Solovis, Bloomberg and other analytics and portfolio management tools.
- Demonstrated capacity of critical thinking and intellectual curiosity.
- Strong interpersonal skills and compatibility with a team-oriented environment.
- Strong interest in supporting the work of a university endowment.
- Willingness to travel domestically and internationally if required (less than 10% travel expected).
- Flexibility and willingness to contribute to areas beyond the direct scope of responsibility.

For consideration, send a resume and cover letter to [info@ufico.ufl.edu](mailto:info@ufico.ufl.edu) with the subject “Manager – Analytics – [your name]”