

ROLE: Investment Analyst, Private Equity

GRADE: B - £25,000 - £40,000 depending on experience, plus LGPS DB pension

Date: October 2018

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| **Role** | **Need to do** | **Need to know** | **Values and Behaviours** |
| **Role Purpose:*** Based in the Midlands (Wolverhampton or Matlock). The successful candidates will work closely with our Portfolio Managers and the Investment Director, Private Equity to deliver high quality Private Equity Fund and Direct Investments.
* We offer Investment Analysts excellent prospects for professional development supported by the Company, and career progression within the Investment Team

**Financial:*** NA

**Non-Financial:*** Health and Safety
* Performance management and reporting

**Delegated Authority Levels:*** NA

**Reports to:*** Investment Director, Private Equity
* CIO

**Relationships Internal:** * Executive Directors, Board, Non-Executive Directors, Heads of Service, Portfolio Managers and other LGPSC staff
 | **Outcomes*** Assist the Private Equity Team Portfolio Managers and Investment Director in meeting the investment targets of the LGPS Central Private Equity Fund.
* Assist in the integration and maintenance of the house view on Responsible Investment and the Risk and Compliance Framework into the investment process Portfolio Managers use within its Private Equity investments.
* Support the Portfolio Managers and the Investment Director to provide assurance that investments are managed within the parameters set in the Prospectus and the IMA, and Corporate policies.
* Be familiar with and follow the manager selection, appointment, monitoring, reporting, retender and transition framework (the “Manager of Managers Process”), in relation to supporting Portfolio Managers responsible for externally managed Private Equity Fund investments.
* Promote LGPS Central within the investment community and Partner Funds.
* Originate, Evaluate and recommend new investment ideas to the Portfolio Managers and the Investment Director.
* Assist the Portfolio Managers to implement the strategy and investment process of the Private Equity Fund.
* Carry out financial, legal, and commercial due diligence on target investments, at the request of the Portfolio Managers or the Investment Director.
* Embrace a culture of high performing, collaborative, research based and responsible investing across LGPS Central.
 | **Skills/Knowledge/Experience/Competence:*** Experience of investment/financial analysis within Private Markets, especially Private Equity, preferably gained with an asset manager or other financial institution.
* Demonstrated skill in originating, analysing and recommending investments, documenting the rationale for making investments and monitoring them once selected.
* IMC gained and working towards CFA qualification or similar/ or relevant investment experience would be a plus.
* High degree of professional ethics, integrity and gravitas.
* Excellent judgement and analytical skills.
* First class interpersonal, collaborative and communication skills.

**Qualifications*** Relevant degree and/or professional qualification
 | **Values:*** Integrity
* Service
* Supportive Workplace
* Togetherness
* Outward Focus

**Behaviours:*** Open, fair and transparent
* Honest and trustworthy
* Empowered in making right decisions
* Accountability for results and delivery
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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.