

Job Title:	Investment Risk Analyst
Grade/Salary:	C/D (depending on exp)
Regulatory Status:	N/A
Reports to:	Investment Risk Manager
Hours of work:	Monday to Friday 9:00am – 5:00pm (35 hours)
Location:	Bolton/Flexible
Holiday entitlement:	25 days annual leave plus public holidays

Role purpose

The role will involve assisting the Investment Risk Team in supporting the business with its implementation of an effective fund risk management framework by undertaking independent oversight of fund risk management and providing appropriate challenge to investment managers.

Key responsibilities

1. To provide independent monitoring and oversight of key fund risks, including investment risk, liquidity risk and counterparty risk, ensuring they are appropriate given a fund's investment objectives, policies and strategies
2. To monitor fund portfolios to ensure they are operating within all applicable regulatory, prospectus and other risk limits
3. To undertake appropriate stress and scenario testing on the fund portfolios
4. To analyse breaches of any applicable limits, provide challenge to investment managers and ensure any actions required to close such breaches are followed up on to completion
5. To assist with the preparation of MI and reports for the Board of Directors and other relevant committees
6. To make recommendations to the business to support the improvement of fund risk monitoring and management
7. To assist with regulatory fund reporting including AIFMD returns and UCITS Derivative Use Reports
8. To maintain key spreadsheets and registers and complete general administrative tasks
9. To assist with the update and maintenance of the company's investment risk policies and procedures
10. To assist with general investment risk queries
11. To support investment risk management projects and other business projects as required from time to time

Standards

- Tasks completed to a high standard, with accuracy of data and information and within required deadlines/SLAs
- Thorough knowledge of the Firm and an awareness of where possible regulatory breaches may occur
- Comply with company policies and procedures
- Maintain continuing personal development and complete required Continuing Professional Development (CPD)
- Behaviours as set out in the Group Handbook and Culture, Mission and Strategy document

	Essential	Beneficial
Skills	<ul style="list-style-type: none"> • Excellent written and verbal communications skills • Strong numeric skills • Ability to problem solve and deal with complex queries • Strong quantitative and qualitative analytical skills and attention to detail • Ability to use initiative and work unsupervised in a proactive manner • Ability to prioritise and manage multiple projects • Ability to influence and persuade others 	<ul style="list-style-type: none"> • Experience using widely used risk monitoring systems
Qualifications	<ul style="list-style-type: none"> • Completed or working towards an appropriate industry qualification such as the Investment Operations Certificate (IOC) or the Investment Management Certificate (IMC) 	<ul style="list-style-type: none"> • Educated to degree level

Experience	<ul style="list-style-type: none">• 3 years' experience in a similar role• An understanding of the UK Regulatory Framework	<ul style="list-style-type: none">• Knowledge of key relevant regulatory and statutory requirements, in particular UCITS and AIFMD
Personal Qualities	<ul style="list-style-type: none">• Ability to work collaboratively as part of a small team• Comfortable communicating with stakeholders at all levels, both internally and externally• A flexible and adaptable approach to the changing environment• Confident manner, both written and verbally• Ability to work under pressure to meet deadlines• Positive attitude• Ability to be flexible and to learn quickly	<ul style="list-style-type: none">• Interest in financial services

In agreeing to this job description, the incumbent accepts the description of reporting lines, status, role, responsibilities and associated accountabilities. As these details may change throughout the year, minor adjustments do not require a new job description to be completed.

Job descriptions should be reviewed annually and any updates should be agreed with HR. Material regulatory changes to the above outlined role must be agreed and an updated version of this document should be sent to HR for filing.

Please take time to look at the link below for further details regarding Marlborough Fund Managers Ltd:

<https://www.marlboroughfunds.com/>