



1400 Environ Way
Chapel Hill, NC 27517

Telephone: 919.442.1599
Facsimile: 919.967.7472

Private Investments Team, Investment Analyst

UNC Management Company, Inc. (“UNCMC”) is a nonprofit organization that provides institutional investment management services to the University of North Carolina System, its constituent institutions, and their affiliated endowments and foundations. Our work supports the institutions that comprise the UNC system of public higher education, as well as students, educators, and researchers across North Carolina.

UNCMC manages the long-term assets of its investors through the UNC Investment Fund (“UNCIF”), a commingled investment vehicle with assets of over \$7 billion. UNCMC’s Investment Team allocates UNCIF’s capital primarily to external managers across a globally diversified mix of traditional and alternative asset classes.

UNCMC’s Private Investments Team is responsible for managing significant allocations to the Private Equity, Real Estate, Energy & Natural Resources, Illiquid Fixed Income and Diversifying Strategies asset classes.

We are currently looking for a smart and energetic **Investment Analyst** to join our Private Investments Team as a part of our Investment Analyst Program **in June 2021**. The Investment Analyst Program offers a unique opportunity for early-career investment professionals to gain experience working closely with senior management in a small, team-oriented environment. Investment Analysts are involved in all aspects of the investment process including asset allocation, portfolio construction, manager selection, and portfolio monitoring. Investment Analysts receive intensive in-house and external investment management experience and gain exposure across the UNCIF portfolio by interacting with some of the world’s premier investment managers.

You will be an integral part of a team in Chapel Hill that spends its time:

- Thinking about the best way to allocate the UNCIF’s \$7 billion of assets
- Identifying and researching exciting investment opportunities, and
- Seeking out extraordinary people and organizations to help manage our investments

As an Investment Analyst, your day-to-day responsibilities will consist of:

- Assisting Private Investment Team members in sourcing, underwriting, closing, and monitoring investments
- Conducting research related to UNCIF’s portfolio, emerging investment areas, and additional topics on an ad-hoc basis
- Drafting internal and board-level investment recommendations
- Building relationships with institutional peers and external investment managers to stay informed about investment trends and uncover compelling investment opportunities
- Utilizing portfolio management software to generate internal and client-specific reporting
- Maintaining investment databases to track and monitor prospective and existing investments
- Evaluating and implementing investment tools and resources used in connection with investment monitoring and portfolio management

Investment Analyst candidates will have and/or be able to demonstrate:

- An interest in and commitment to pursuing a career in investment management
- Bachelor's degree, or international equivalent from an accredited institution, preferably in a business, finance, economics, or mathematics field, although applicants with degrees in other closely related fields may apply
- 0-3 years' professional experience with exposure to basic investment concepts
- Advanced proficiency in Microsoft Office suite
- Intellectual curiosity as well as excellent research and critical thinking skills
- Top-quality oral and written communication skills with an ability to synthesize large amounts of data and information in a clear and concise manner
- Willingness to make independent assessments and recommendations and challenge conventional wisdom
- Ability to thrive in a team-oriented environment while also working independently
- Keen attention to detail
- Unquestionable integrity and ethics

Successful UNCMC Investment Analysts have progressed on to:

- Investing roles in private equity, hedge funds, and venture capital
- Senior institutional investing roles at non-profits, outsourced CIOs, and family offices
- Top tier investment banking roles, corporate strategy positions, and entrepreneurial endeavors in a variety of exciting industries
- Leading, full-time MBA programs

If you are interested in joining us in Chapel Hill, please submit a cover letter describing interest along with your resume to employment@uncmc.unc.edu. Include "Private Investments Team Analyst" in the email subject line.

UNCMC is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age or veteran status.

We are excited to hear from you!