



HEARTLAND ADVISORS
AMERICA'S VALUE INVESTOR®

JOB DESCRIPTION

DEPARTMENT: *Investment Management*

POSITION: *Research Analyst*

REPORTS TO: *VP and Value Plus Portfolio Manager*

SUMMARY:

This Research Analyst will support the Value Plus Fund Team in all facets, with an initial focus on quantitative analysis and administrative tasks. The Research Analyst will be responsible for running risk analysis reports on the Strategy, tracking investment style and helping support sales and marketing efforts. Additionally, the Research Analyst will conduct fundamental equity investment analysis – including financial statement analysis, model building, valuation analysis and industry fundamental research. The Research Analyst will be required to cover existing portfolio holdings while monitoring watchlist names. This position will entail travel to Investment Conferences, Company-site visitation and Trade Shows, where applicable.

ACCOUNTABILITIES:

- I. Quantitative research – factor return analysis. Generating reports that portfolio managers can leverage using Factset/Axioma.
- II. Risk management – generating reports that portfolio managers can leverage – active risk, active risk by sector, stress tests
- III. Tracking Morningstar Investment Style classifications – for existing holding and watchlist names. Provide team with real-time updates on Fund AUM breakdown by Investment Style.
- IV. Marketing – working with marketing team to generate reports/ support documents, as needed
- V. Correspondence with clients – work with sales and marketing to craft reports and update letters to investors.
- VI. Fundamental Equity Research - financial statement analysis, listening to presentations/reading transcripts, utilize relevant Wall Street Research, monitor Social Media and/or industry publications to remain apprised of company/industry fundamentals supporting Portfolio Holdings and Watchlist names.
- VII. Prepare financial models of existing and prospective holdings for valuation and comparable company analysis purposes.
- VIII. Grid/Research Report and File maintenance using Heartland's proprietary Value Investment Manager (VIM) database.
- IX. Research Meeting contribution Monday/Wednesday. Formulate and clearly articulate investment ideas and thesis in weekly meeting and/or provide other macro data relevant to portfolio holdings and watchlist names.
- X. Other duties as assigned.

REQUIREMENTS:

- Passion for investing
- Bachelor degree or higher in Business, Finance, Economics, Accounting or other field related to Finance
- Superior analytical, communication and interpersonal skills.
- Team Player/Strong work ethic.
- Proficiency with Microsoft Word, Excel, Bloomberg and/or FactSet.
- Proven aptitude in statistics and quantitative analysis
- Applicable work experience required
- CPA/CFA or expresses interest in obtaining Certificate/Charter