

First Quadrant Job Description

Job Title: Senior Equity Trader

SUMMARY

The Senior Equity Trader will be responsible for executing securities transactions. This individual will work with other traders, portfolio strategists and specialists and the portfolio engineering group to implement trade recommendations from First Quadrant portfolio rebalancings.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Implements trading strategies that minimize implementation shortfall
- Be able to work effectively in a team environment.
- With an emphasis on agency trading, but have a basic understanding of guaranteed programs and trade algorithms.
- Ability to work with spreadsheets and the order management system to manage trade allocations.
- Understands and uses trade analytics to improve trading skills over time
- Communicates with brokers and trading platforms to ensure trades are executed and confirmations are received.
- Assists in processing trades and balancing out at the end of the day.
- Assists back-office when needed.
- Stays current on restricted tickers, commissions, and merger news.
- Stays current on trade regulations, venues, and algorithms.

EQUIPMENT/SOFTWARE USED

IBM PC, Advent, Bloomberg, broker trading platforms, and our trade order management system Minerva.

QUALIFICATIONS To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required to complete the essential functions.

- **EDUCATION and EXPERIENCE:** Bachelors degree or higher from accredited university. Masters degree and/or CFA designation preferred. Minimum ten years related experience and/or training, with direct experience trading.
- **LANGUAGE SKILLS:** Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public. Ability to communicate clearly and accurately in English.
- **MATHEMATICAL SKILLS:** Ability to work with mathematical concepts such as probability and statistical inference. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

- **REASONING ABILITY:** Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form. Ability to make sound judgments.
- **OTHER SKILLS AND ABILITIES:** Ability to take risks under pressure. Understanding of quantitative investment process and market timing. Familiarity with trading terminology is essential. Accounting and statistics knowledge a plus. Series 7 preferred.