

Director of Investment Operations Employees Retirement System of Texas (ERS)

The Employees Retirement System of Texas, located in Austin, Texas, is seeking a Director of Investment Operations for its \$24 billion investment program.

Responsibilities

Reporting to the Deputy Executive Director of Investments, the Director of Investment Operations (“DIO”) will provide strategic direction and leadership for the Investment Operations Team. The DIO will plan and supervise the work and procedures for the Operational functions. The DIO will initially manage a staff of five, and will have the opportunity to grow the team by three additional budgeted positions. Key responsibilities include:

- Ensuring the data integrity of Investments’ accounting system, portfolio order management system and other investment management tools.
- Ensuring compliance with proper settlement practices in domestic and international markets.
- Serving as Investments’ coordinator and troubleshooter for the portfolio order management system and other division software applications.
- Evaluating and recommending enhancements to the Investment accounting system, portfolio order management system and other division software application.
- Coordinating work between the Investments and Finance and Information System divisions.
- Acting as primary contact for custodian, open records requests, industry surveys, and hardware and software vendors.
- Monitoring and measuring performance of the fund.
- Developing, in cooperation with the Deputy Executive Director of Investments, the division’s annual budget; monitoring expenditures and approving requisitions.

Background and Experience

- Bachelor’s degree from an accredited college or university is required; major in business, computer science or related field is preferred.
- Experience in investment environment with direct application to securities settlement or performance measurement/evaluation.
- Experience with spreadsheet software and word processing software; experience with preparation of investment reports for external distribution.
- Experience managing an investment support unit strongly preferred.
- Experience with investment accounting software strongly preferred.
- CFA designation or current participation in CFA program is a plus.

Compensation:

Compensation will be market-based within the public sector, corresponding to the experience level, credentials, and personal characteristics of the candidate. Incentive compensation is available and is based on total fund performance as well as asset class performance. ERS offers an excellent employee benefits package, including participation in ERS' defined benefit and defined contribution plans.

To Apply, or For More Information:

For more information on this position please contact:

**Mary Hobson, Executive Vice President, or
Brittney Schroeder, Associate
E-mail: bschroeder@eflassociates.com
Reference Project No. 7260**

**EFL ASSOCIATES
303-779-1724 or 877-893-1724**

The Employees Retirement System of Texas is an equal opportunity employer and does not discriminate based on race, religion, color, sex, age, national origin, or disability.