

Job Description

Job Title: Research Assistant

Company: RISE, LLC

Industries: Professional Development

Reports To: CIO

Date: January 1, 2015

Location: 1408 Suite #2 Sweet Home Road,
Amherst, NY 14228

Job Type: Full Time

Dept: Finance

General Description

The research assistant will work with upper management to conduct research of investments. The generation of research reports is required for each potential investment, including the investment rationale behind conclusions.

Reporting Relationships

The Research Assistant will report to the Chief Investment Officer, and the CFO when absolutely necessary.

Duties and Responsibilities

The research will consist of industry, macro-economic, and security specific analysis for potential investments. Data will be collected from an array of sources and the research must be compliant of laws and ethical codes. The conclusions developed must be independent and objective. The majority of the job time will be spent collecting research and producing concise, clear, and understandable investment reports. These reports must be communicated to the CIO and other executives when necessary.

Position Requirements

- Bachelor's Degree in Finance or Economics
- Strong Analytical Skills
- Communication Skills, Writing skills, and Organizational Skills
- Proficiency with Microsoft Excel and Other software
- Progress towards a CFA is not required, but is a plus
- Ability to work autonomously and with teams