



**Title:** Research Associate, Public Markets International Equity

**Summary:**

The Research Associate is an entry-level position. The Research Associate will be a member of the Public Markets Manager Research Team, the group within Meketa that performs due diligence on equity, fixed income, and hedge fund managers. The primary responsibility of the associate is to assist in researching and analyzing international and global equity investment managers under the guidance of the senior equity investment analyst who leads the firm's research in these asset classes.

The position is in either our Chicago, IL (preferred) or Westwood, MA office.

**Essential Responsibilities:**

- Attend meetings with international and global equity managers and evaluate their capabilities under the guidance of the lead international/global equity analyst
- Assist in the identification and analysis of promising new managers in the relevant asset class
- Draft comprehensive manager meeting notes and help prepare manager analyses
- Prepare presentation documents and other supporting materials
- Assist with recommendations to clients
- Monitor the performance of managers with existing client investments
- Write client memos on managers as required
- Assist in preparing research updates on the international and global asset classes

**Desired Experience:**

The Research Associate should have some general investment knowledge, a strong interest in investment management and the equity markets, and familiarity with the investment consulting industry. The candidate should be highly motivated, intellectually curious, and have a strong desire to learn. An individual who is a committed team player, has strong communication skills, and is well organized and detail-oriented are other desirable attributes.



**MEKETA INVESTMENT GROUP**

**POSITION DESCRIPTION:  
RESEARCH ASSOCIATE,  
PUBLIC MARKETS RESEARCH**

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**Required Skills, Experience, Knowledge:**

- Bachelor's degree
- Strong analytical and quantitative skills
- Superior writing, presentation, communication, and interpersonal skills
- Solid computer skills
- Internships, or a modest level of work experience, in the investment industry are a plus
- The individual who is hired will be expected to complete the CFA program