

**Investment Officer – Real Assets**  
**Office of the Connecticut State Treasurer**  
**Hartford, CT**

**Overview**

The State of Connecticut Office of the State Treasurer is accepting applications for the position of Investment Officer – Real Assets with a primary focus on Real Estate, Infrastructure and Natural Resource Investments.

Under the leadership of Connecticut's State Treasurer, Erick Russell, the Office of the Treasurer is dedicated to safeguarding the State's financial resources and taxpayers' dollars while maximizing returns, minimizing risks, and operating at the highest professional and ethical standards. Through investments and disbursements, the Office of the Treasurer continues to enhance the State's fiscal stability, financial literacy, college savings, and its approach to leveraging business partnerships and corporate governance policies to address social issues that impact shareholder value.

The Pension Funds Management Division (PFM) assists the State Treasurer, as principal fiduciary, in executing the investment programs of the Connecticut Retirement Plans and Trust Funds (CRPTF), which consists of six State Pension Funds and twelve State Trust Funds. We are recruiting an Investment Officer to assist the PFM in managing the investment and operational objectives of the Real Estate and Infrastructure/Natural Resources asset classes.

This is a full time (40 hours per week, Monday - Friday), unclassified position and is appointed in accordance with Section 3-13a of the Connecticut General Statutes. The Investment Officer – Real Assets will work at our location in Hartford, CT.

**General Description**

The Investment Officer – Real Assets will be a key member of the PFM Private Markets team overseeing the CRPTF's investment activities in real estate, infrastructure/natural resources, private credit, and private equity. Under the direction of the Principal Investment Officers (PIO), the Investment Officer – Real Assets will be responsible for identifying and underwriting new investment opportunities, performing investment research, and portfolio management and monitoring investments in adherence with all aspects of the Investment Policy Statement. While the Investment Officer – Real Assets will work across all private asset classes, it is expected that the position will be primarily focused on the CRPTF's Real Estate, Infrastructure and Natural Resources investment activities.

## **Duties and Responsibilities**

Duties and responsibilities associated with this position include, but are not limited to:

- Assist in the identification and evaluation of new private market investment opportunities
- Research market trends and investment strategies in real estate, infrastructure, and natural resources
- Analyze potential investments and assess risks
- Conduct detailed analysis of investment manager track records
- Assess risk factors associated with assigned investment opportunities
- Communicate the results of investment opportunity analysis, findings, and recommendations to the PIO(s), Chief Investment Officer, and other members of PFM investment staff through verbal and written reports, presentations, etc.
- Assist with the legal negotiation and documentation process to close new investment commitments consistent with the established policies and practices
- Perform ongoing monitoring, analysis, and reporting of investments as well as the aggregate portfolios
- Attend annual meetings as needed, conduct quarterly calls and/or meetings with each manager and provide a written overview of communications with managers
- Review quarterly reports and financial statements and communicate significant team, valuation or policy changes
- Prepare a variety of reports including special project reports, reports on investment performance, and correspondence
- Establish and maintain investment databases and prepare spreadsheets and other presentations of investment information
- Review financial reports and flag any major changes or concerns
- Prepare reports, presentations, and summaries Prepare portfolio reviews summarizing performance, portfolio analytics and market data
- Maintain investment data and spreadsheets
- Coordinate with internal teams and external partners on investment matters
- Perform related duties as required

## **Required Knowledge, Skills, and Abilities**

An ideal candidate will possess the following qualifications:

- Demonstrable knowledge of: Investment practices and procedures of institutional investment.
- Analysis of Real Estate, Infrastructure and/or Natural Resources investments.
- Demonstrable interpersonal and communication skills, including the ability to interact with colleagues, investment managers, and other internal and external constituents.
- Demonstrable experience with Excel and other Microsoft Office programs.
- Analytical skills, including fundamental analysis of real assets and the preparation of financial and analytical reports.
- The ability to work independently and appropriately prioritize multiple tasks.
- Strong attention to detail, including the ability to analyze the risk and performance of external investment managers.
- Understanding of legal documentation/contracts/amendments related to investments.

## **Minimum Qualifications**

- Nine (9) years of experience\* working in an investment management, pension, endowment or equivalent environment performing private investment related functions.

\*College training in a major/minor closely related to the finance, accounting, real estate, infrastructure, natural resources, economics and/or other related field of study, may be substituted for the General Experience on the basis of fifteen (15) semester hours equaling one-half (1/2) year of experience to a maximum of four (4) years for a Bachelor's degree.

## **Preferred Qualifications**

- CAIA, CFA and/or a relevant graduate degree preferred

## **Appointment**

This position is filled by appointment and serves at the pleasure of the Connecticut State Treasurer in accordance with Sections 3-13 and 3-13a of the Connecticut General Statutes.

**Note**

In addition to the checking of references and of facts stated in the application, a thorough background investigation of each candidate may be made before persons are certified for appointment.

**To Apply**

Interested and qualified candidates are invited to submit a resume and cover letter to Yvonne Welsh ([Yvonne.Welsh@ct.gov](mailto:Yvonne.Welsh@ct.gov)) with a subject line referencing "Investment Officer- Real Assets."

Applicants invited to interview may be required to submit additional documentation, which supports their qualification(s) for this position. At the discretion of the Office of the State Treasurer, these documents may include writing samples, professional references, college transcripts, certification or licensure, etc.

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.