



Position: Client Reporting Analyst
Location: Los Angeles, CA

Company

Overview: Causeway Capital Management LLC provides equity investment management services to corporations, pension plans, public retirement plans, sovereign wealth funds, Taft-Hartley pension plans, endowments and foundations, mutual funds, charities, private trusts, wrap fee programs and other institutions. The 100% employee-owned firm, based in Los Angeles, manages approximately \$53 billion in international, global and emerging market equities, both long only and long-short. Causeway employs a unique blend of fundamental and quantitative investment strategies and offers its clients access to the firm's proprietary risk analytics.

Position

Overview: Will report directly to the Reporting Manager, who reports to the Chief Client Service Officer. Analyst responsibilities include:

- Support the reporting team with the generation, examination and delivery of monthly/quarterly reports to clients and consultants
- Follow client directed cash flow procedures and effectively manage cash flow communications between clients, custodians and internal teams
- Create presentation material for client meetings
- Manage consultant and client questionnaires
- Complete data requests for clients or internal departments on a scheduled and ad hoc basis
- Maintain client/consultant contact databases in CRM databases

Skills and Abilities:

- Bachelor's degree required with strong academic credentials
- 2-3 years' experience in an operations or reporting analyst role
- Experience with cash flow procedures and excellent communication skills
- Strong analytical and detail-oriented aptitude, with a noted high level of accuracy
- Demonstrated team-oriented individual, balanced with the ability to conduct independent work
- Highest level of ethics

Please visit us at <https://www.causewaycap.com/about-causeway/careers/>

Qualified applicants will receive consideration for employment without regard to the fact or perception of their race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, military and veteran status, or any other basis protected by applicable federal, state or local law.