



Come Build a Career At SHEPP
Manager of Investment Operations
(Permanent Full-Time Position)

SHEPP is a multi-employer, defined benefit pension plan which was established in 1962. Our office is in Regina, the capital city of the province, which is known for its parks, sport and recreational facilities, arts, museums, and cultural centres and bicycle paths that let you explore the city in all directions.

With over 59,000 members and \$8 billion in assets, SHEPP is the largest defined benefit pension plan in the province. We strive to deliver professional pension administration services through a team of passionate, qualified and dedicated individuals. We are committed to serving the best interests of our members by delivering a consistent experience that is guided by our service standards. We provide our employees a valuable work experience, a competitive compensation package and the opportunity to integrate work and life in a healthy and effective way.

The SHEPP investment team has responsibility for driving investment strategy, recommending, implementing and monitoring externally managed investment strategies, and overseeing overall portfolio performance and investment risk. We are currently seeking a Manager of Investment Operations to join our growing investments team. This position will advance and oversee the investment operations and compliance functions and is responsible for:

- implementing and monitoring of systems to support investment and risk functions;
- monitoring the Fund portfolio against policy constraints;
- overseeing compliance reporting;
- recommending rebalancing and managing liquidity;
- developing administrative processes; and
- overseeing data management in support of performance and risk analysis.

Qualified candidates will possess a post-secondary degree with a focus in finance, accounting economics, math, actuarial science, statistics or a related field supplemented by eight or more years of experience in a relevant role. Experience working with custodians and fund administrators is a must; direct experience in the back office of an institutional investor or fund manager would be an asset. An investment related professional designation would be an asset and knowledge of legal and tax structuring for limited partnerships would be an advantage.

If you are interested in this position or would like more information, please submit your resume or contact us no later than Friday, July 17, 2020:

Kelley Orban
Chief People Officer, SHEPP
201-4581 Parliament Avenue Regina, SK S4W 0G3
E-mail: careers@shepp.ca

We thank all applicants, but only those candidates to be interviewed will be contacted. Prior to starting employment with SHEPP, the selected candidate will be required to undergo a criminal record check.