

May 1, 2018

Marketing Data Associate

Department: **Marketing**

Reports to: **Vice President**

Location: **Chicago, IL**

Contact: **Human Resources (careers@gcmlp.com)**

SUMMARY

The Marketing Team is responsible for producing materials and communications for the firm's prospects, clients and consultants. The team creates content-rich, graphically appealing material to promote the firm, its funds and its services. The team is also responsible for responding to internal and external requests for information, both qualitative and quantitative.

As part of the Marketing Data and Automation Team, the individual in this position will be required to combine data expertise and automation skills to act as a centralized resource for firm and investment information. The Marketing Data Associate is responsible for providing data for prospect, client and consultant deliverables and in response to external and internal requests.

RESPONSIBILITIES

The individual will be involved in the following critical activities:

- Use the firm's internal data systems to access firm and fund data, including track records.
- Apply queries, pivot tables, filters and other tools to analyze data.
- Obtain a strong understanding of data across hedge fund strategies, private equity, infrastructure and real estate.
- Work closely with members of the Investment and Finance Teams to access and evaluate data.
- Work closely with other members of the Marketing Team.
- Prepare materials in accordance with the firm's stringent compliance requirements.
- Perform related duties as assigned.

EDUCATION, SKILLS AND EXPERIENCE REQUIREMENTS

The ideal experience and critical competencies for the role include the following:

- BA/BS degree in Finance, Economics, Data Analytics or a related field with a superior grade point average.
- 1 to 3 years of experience in data analysis.
- An interest in financial markets and an aptitude for working with numbers.
- Superior written and verbal communication skills. The ability to articulate thoughts in a clear and concise manner through written correspondence and in meetings.
- A basic understanding of statistics along with the ability to understand and analyze financial data.
- **Strong proficiency in Excel**; experience in Word, Outlook and PowerPoint.
- High attention to detail and concern for quality of final product.
- Excellent project management skills, including the ability to manage multiple projects simultaneously, often under tight deadlines.
- Experience in technology automation and/or coding a strong plus.
- Sound judgement and logical reasoning.
- A high degree of integrity and the ability to recognize the requirements of confidentiality.

(GCM Grosvenor reserves the right to add to, delete, change or modify the essential duties and requirements at any time. Other functions may be assigned to the position at GCM Grosvenor's discretion.)

If interested and qualified for this position, please notify Human Resources.

EQUAL OPPORTUNITY EMPLOYER M/F/D/V

- Strong interpersonal skills and work ethic.

In terms of cultural fit, the successful candidate will be self-motivated and energized by working amongst a group of thoughtful, smart and successful colleagues. He or she will enjoy being part of an organization focused on excellence and will be a naturally collaborative person who enjoys interacting with individuals at all levels. Additionally, he or she will be a strong team player with a proactive approach and the ability to exercise discretion and judgment.

HOW TO APPLY

Interested candidates should submit a letter of interest along with a resume to careers@gcmlp.com. Please reference **“Marketing Data Associate, #101336”** in the subject line of the email.

ABOUT THE FIRM

GCM Grosvenor is a global alternative asset management firm with approximately \$50 billion AUM in hedge fund strategies, private equity, infrastructure, real estate and multi-asset class solutions. It is one of the largest, most diversified independent alternative asset management firms worldwide. The firm has core expertise in product and custom investment solutions. Its product solutions provide turn-key access to both diversified and specialized alternative investment portfolios. Its customized investment solutions give clients an active role in the development of their alternatives programs.

GCM Grosvenor has offered alternative investment solutions since 1971. The firm is headquartered in Chicago, with offices in New York, Los Angeles, London, Tokyo, Hong Kong and Seoul. GCM Grosvenor serves a global client base of institutional and high net worth investors.

For more information, visit www.gcmlp.com.

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