



About Alerian and S-Network Global Indexes, Inc.

Alerian, together with its subsidiary S-Network, is a leading independent index provider focused on building innovative, index-based investment strategies. Through indexing, benchmarking and calculation services, Alerian serves the global investment community. Built on a foundation of data rigor and specialty research, Alerian's comprehensive family of indexes includes the leading energy, thematic and smart-beta indexes, such as the first real-time MLP index – The Alerian MLP Index, S-Network Closed-End Fund Index Series, S-Network Global Benchmark Family, S-Network Dividend and Income Indexes and S-Network Renewable and Natural Resources Indexes. Today, Alerian has over 200 customers world-wide.

Overview

The primary responsibilities of the Index Analyst will be to assist in the Index Production team in the calculation, file generation, and dissemination of data for over 350 indexes on a daily basis. The analyst will also be responsible for the research and client notification of all global corporate actions impacting the indexes and the funds/products that track them. Finally, the candidate will help in the upkeep and maintenance of S-Network's security database consisting of over 40,000 globally traded securities used in the daily index files, quarterly/semi-annual/ annual index reviews, and historical index developments.

Responsibilities

- Daily index calculation, data dissemination, and quality assurance review
- Corporate action research and handling as well as implementation
- Field client inquiries for corporate action handling and index methodologies
- Maintenance of the securities database for identifier, shares outstanding, and float percentage changes

Qualifications

- Bachelor's Degree in Finance, Mathematics, Business, Computer Science, or Engineering
- Microsoft Office proficiency with advanced Excel knowledge
- Applied math, particularly financial statistics
- Programming, especially in Python and VBA
- Familiarity with corporate action/capital change events, particularly market implications and portfolio management handling
- Familiarity with data terminals such as Bloomberg, Eikon, and FactSet
- Excellent interpersonal acumen with the ability to interact positively with co-workers and management
- Strong organizational and time management skills
- Ability to self-manage daily and monthly deadlines
- Robust verbal and written skills

Benefits and Compensation

- Salary commensurate with experience
- Insurance offerings include: Medical, Dental, Vision, Disability, and Life
- 401(k) program with matching

To Apply

Please send your resume and cover letter to careers@alerman.com.