

Senior Investment Accountant

The Texas County & District Retirement System (TCDRS) is a multi-billion dollar trust that was created by the Texas Legislature in 1967 to help fund the retirement of Texas' county and district employees. TCDRS is governed by the Texas Legislature and overseen by an independent board of trustees. Each TCDRS member plan is funded independently by the county or district and their employees. TCDRS is located in Austin, TX. More information about us can be found on our website at www.tcdrs.org.

Position Description and Duties:

The Senior Investment Accountant will work with the Chief Investment Accountant to oversee the investment accounting function with primary emphasis on alternative investments that include private equity, hedge funds, distressed debt and private real estate funds. Responsibilities include:

- Supervision of Investment Accountant
- Review of monthly general ledger entries from supporting custodian reports for internal and external portfolios
- Review of periodic financial documents for private equity and other alternative asset classes to determine appropriate NAV adjustments
- Preparation of audit and CAFR schedules and subsequent interaction with external auditors
- Reconciliation of accounting spreadsheets to *Private i* database, including FX variances
- Verification of external manager/custodian fees
- Maintenance and archiving of investment accounting files with adherence to company document retention program.
- Perform other work-related duties as assigned.

Qualifications

- Bachelor's degree from an accredited college or university with major course work in accounting/finance or a related field
- Working knowledge of private equity and hedge fund accounting
- Ability to find essential information in audited financial statements of private equity and hedge fund managers for TCDRS audit purposes
- Extensive knowledge of Microsoft Excel, including ability to develop applications
- Working knowledge of Microsoft Word
- Strong mathematical and personal computer skills
- Effective verbal, written, analytical, and organizational skills
- Ability to plan, organize and prioritize high volumes of work within stringent deadlines with a high degree of accuracy.

Other Desirable Experience, Skills and Abilities:

- CPA desired
- Experience using *Bloomberg Financial Systems* and *Private i*
- Public pension plan experience

If interested in applying for this position, please send a cover letter, resume and compensation requirements to InvJobs@tcdrs.org. Please refer to the job title in your email.

TCDRS is an Equal Opportunity Employer.