



**INNOVATION
IS KEY TO
GROWTH**

October 12, 2020

ARK Investment Management Is Hiring: **Assistant Trader**

Who We Are:

ARK is a global investment manager focused solely on investing in disruptive innovation that is changing the way the world works. Majority Owner, Catherine D. Wood, founded ARK in 2014 on the belief that innovation is key to growth. Rooted in over 40 years of experience, ARK aims to identify large-scale investment opportunities in the public markets resulting from technological innovations centered around genome sequencing, robotics, artificial intelligence, energy storage, and blockchain technology.

ARK manages and sub advises long-only global public equity portfolios across a variety of investment vehicles, including a suite of exchange traded funds (ETFs), mutual funds, and separately managed accounts. Our investments are backed by an open research ecosystem designed to identify innovations with the potential for long-term growth.

As of September 30, 2020, the firm managed approximately \$30 billion assets.

ARK is committed to ensuring equal employment opportunities for all employees and strives to maintain an environment free of discrimination based on race, color, religion, gender, national origin, ancestry, age, disability, genetic information, military or veteran status, marital status, sexual orientation, gender identity, citizenship, or any other protected category or characteristics as defined by federal, state or local laws. If you want to learn more, visit our "[Philosophy](#)" page to understand how ARK differs from traditional investment firms. We also encourage you to meet the [ARK team](#) and follow us on twitter.

Job Description:

We expect you to perform high quality work to support our Trading and Operation teams. You will assist in trading, help manage model portfolios, work closely with compliance, and help provide data for marketing and due diligence materials. Additionally, you will assist in new systems implementation, beginning with our transition onto a new IBOR (Investment Book of Record) system. You will work directly

with our Portfolio Manager, Catherine D. Wood, and analyst team to implement desired investment strategies.

Assistant Trader's Responsibilities:

- Support ARK's trading team in all aspects of trading. ARK is currently a long only manager trading primarily in domestic and foreign equities.
- Model portfolio management for clients based around the world.
- Help provide accurate data to be used for due diligence questionnaires and marketing materials
- Work closely with compliance to monitor applicable portfolio guidelines and ensure client accounts are in line with all portfolio restrictions.
- Build out templates to enhance compliance tracking and monitoring capabilities
- Monitor portfolio performance in real time and keep the Portfolio Manager and analysts apprised of breaking news effecting portfolio companies.
- Perform portfolio performance calculations and monthly client reporting.
- Implementation of new portfolio and information systems.

Qualifications and Competencies:

ARK seeks to hire individuals who are highly motivated, proactive, intelligent, and have demonstrated excellence in prior endeavors. The successful candidate should have:

- An undergraduate degree (required), preferably in accounting, finance, or quantitative field
- Strong technical skills, sharp intellect, and ability to understand difficult, complex compliance and business problems
- The ability to work with colleagues to devise pragmatic and creative solutions
- The ability to prioritize and focus on critical tasks that add value
- Excellent organizational skills and follow-through
- Highly effective oral and written communication skills
- The natural ability to develop relationships, internally and externally
- You are proficient in Microsoft Excel
- Database/coding experience preferred

Personal Characteristics

The successful candidate should possess the following personal characteristics:

- Calm under pressure - Need to be able respond quickly and accurately in fast moving market environments.
- Analytical - Often required to dive into the minutia of a trading/data issue to find the break in logic.

- Detail Oriented - Trading and data provided is firm critical. Need to be confident that the small details are correct.
- Flexible - May be asked to do tasks that are outside of the stated job description.
- A lifetime learner – You consider learning a reward. You enjoy mastering a new field.
- Comfortable with complexity – You absorb complex ideas quickly and easily separate the things that matter from the things that don't.
- Your confidence is balanced by a sense of humility. You're more interested in figuring out what's right than being right.
- You enjoy working as part of a high-performance team. You want to contribute and build the team's culture.

There is much more to share, so if you feel excited after reading the above, please email your resume and a brief cover letter to [Will Scherer \(wscherer@ark-invest.com\)](mailto:wscherer@ark-invest.com)