



Morgan Dempsey Capital Management, LLC is a growing investment management firm with an immediate need to grow and deepen its operations and trading capabilities and team. As a growing investment management firm we also anticipate needing to grow our Securities Analysis and Portfolio Management Team as well as our Marketing and Sales Support Team. Therefore, we view the current opening as a key support position at Morgan Dempsey that will give the successful candidate the option and ability to grow into various directions as the firm itself grows.

Operations and Trading

Description: Members of the Operations and Trading team are key members of the firm who handle all the administrative tasks necessary in managing investment portfolios. Primarily, this person will be responsible for modeling the portfolios, entering security trades, compiling performance numbers, managing composites and populating data bases. Additionally, responsibilities would include updating various client records, generating and assembling reports, statements and booklets, as well as interfacing with representatives of various custodians, vendors and clients. A high level of client service will be a key focus of this position.

Career Path: This position can follow one of three career paths at Morgan Dempsey depending on the desire and skill set of the person hired, and the needs of the firm. First, this position in Operations could evolve and grow into a Security Analyst and Junior Portfolio Manager position. Second, this position could evolve and grow into a Marketing and Sales Support position. Third, a successful team member could remain in this position and grow as an Operations and Trading professional.

Important Qualifications: This position has unique qualifications. It requires, among other things, the following:

- A strong educational background and/or experience in the investment management industry. A bachelor's degree is required.
- A commitment to integrity and to the highest standards of ethical behavior in all business activities.
- Familiarity with the GIPs standards and the CFA Institutes Code of Ethics and the Standards of Practice is highly favorable. Once hired, a commitment to learn and adhere to the GIPs standards is a requirement.
- Strong computer skills and familiarity with Windows Office Suite.
- Once hired, learning and working with investment software such as Advent - Axys/Moxy, and Factset will be required.
- The ability to meet deadlines. Strong organizational skills including the ability to prioritize and complete long lists of tasks.
- Strong oral and written communications skills.
- Willingness to work, occasionally, at odd hours.
- Ability to work independently.

Compensation: This position will be compensated through a base salary and a bonus. The bonus will be determined on the basis of firm profits and performance so that those with an entrepreneurial spirit and demonstrated competence will have the opportunity to participate in the firm's success.