

August 16, 2016

## Fund Accountant

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Department: **Finance – Fund Finance**

Reports to: **Vice President(s)**

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Location: **Chicago, IL**

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

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### SUMMARY

The individual will be responsible for performing the fund accounting functions for investment partnerships and accounts managed by the Firm.

### RESPONSIBILITIES

The individual will be involved in the following critical activities:

- Perform the day-to-day accounting for investment partnerships and accounts managed by GCM Grosvenor.
- Complete daily reconciliation of bank and brokerage accounts.
- Liaise between the Firm and underlying managers/administrators.
- Calculate performance of underlying managers on a weekly basis.
- Obtain and review assets under management of underlying managers.
- Assist in preparation for audits, tax returns and SEC compliance reporting for the various partnerships and companies.
- Calculate and report weekly and monthly fund performance.
- Review monthly objectives and constraints of funds.
- Prepare financial statements.
- Complete general accounting responsibilities.
- Assist in special projects as requested.
- Perform related duties as assigned.

### EDUCATION, SKILLS AND EXPERIENCE REQUIREMENTS

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

- BA/BS in Accounting/Finance with outstanding academic credentials; applicable coursework or internship in the field of investments or financial markets.
- Two years of experience working for a financial services firm or top-tier accounting firm, with specialization in investment partnerships, hedge fund of funds, mutual funds or private equity.
- Accounting experience in managing hedge funds preferred.
- Experience with spreadsheets, general ledger and portfolio software required.
- Technical proficiency in MS Word, Excel, Outlook and Access.
- Demonstrated team player, self-starter and independent thinker with the ability to exercise excellent judgment.
- Proven ability to work in a fast-paced environment with a high level of flexibility, accuracy, and attention to detail.
- Ability to balance multiple concurrent tasks.
- Exposure to financial reporting, auditing and tax.
- Experience with investment partnerships, mutual funds, brokerage firms or investment banks preferred.

(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.**

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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](mailto:careers@gcmlp.com). Please reference “**Fund Accountant, #101067**” in the subject line of the email.

#### ABOUT THE FIRM

GCM Grosvenor is one of the world’s largest independent alternative asset management firms, with over \$45 billion in assets under management. The Firm’s investment management and advisory services span public and private markets, focusing on hedge funds, private equity, infrastructure and real estate. GCM Grosvenor launched its first investment portfolio, a multi-manager portfolio of hedge funds, in 1971. The Firm’s global client base includes public and private pensions, sovereign wealth entities, banks, corporations, insurance companies, charitable organizations, endowments and high net worth individuals.

For more information, visit [www.gcmlp.com](http://www.gcmlp.com)

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