

## JOB OPPORTUNITY

**Position:** Analyst, Responsible Investing  
**Reporting to:** VP, Responsible Investing  
**Term:** Full-Time  
**Location:** 20 Eglinton Ave W, Toronto, ON

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### **Beutel Goodman Overview**

Founded in 1967, Beutel Goodman is a majority employee-owned investment firm managing approximately \$50 billion in assets for institutional, private wealth and retail clients across equities and fixed income mandates. Our team is made up of smart, dynamic people who are passionate about investing and providing high levels of service to help clients achieve their investment objectives.

### **Position Overview**

The Analyst will support the VP, Responsible Investing (RI) and head of RI in the implementation and ongoing evolution of BG's responsible investment initiatives and reporting obligations. This role contributes to corporate engagement, proxy voting, collaborative initiatives while maintaining core RI tools & datasets, and supporting the delivery of key reporting metrics. The ideal candidate is someone with capital markets experience, strong analytical & data skills, proficiency with MS Office and relevant platforms (e.g., Bloomberg and proxy voting systems), and a solid grounding in RI frameworks.

### **Key Responsibilities**

- Work across portfolio management and client service business units playing a key role in BG's stewardship activities - corporate engagement, proxy voting, and collaborative activities
- Create and update RI Review tear sheets for all holdings
- Assist in creation and update of RI marketing content such as annual and quarterly responsible investing reports, slides for client presentations
- Manage proxy voting execution, voting statistics, records and rationales
- Maintain the RI Engagement Tracker including portfolio company RI updates, engagement progress, controversies, engagement notes and proxy voting rationales and voting results
- Monitor and maintain database for climate-related and other sustainability-related company specific information and assist with climate scenario analysis and other reporting metrics
- Prepare quarterly RI presentation slides for client and prospect requests
- Utilize MSCI ESG Manager to create quarterly reports for funds and client portfolios, run screens and analyze underlying data
- Support PRI and climate-related reporting obligations

## **Requirements**

- Undergraduate degree (business or finance preferred) and knowledge of capital markets and value investing landscape
- Capital markets experience
- High level of proficiency in MS Office Suite is essential (Outlook, Excel, Word, PowerPoint)
- Exposure and familiarity with an investment platform (e.g. Bloomberg or FactSet) and proxy voting platforms
- Strong data skills are required
- Attention to detail and critical thinking is vital
- Ability to multi-task and remain organized
- Strong prioritization skills
- Demonstrated interest and knowledge in responsible investing
- Strong understanding of responsible investing concepts, reporting and frameworks (PRI, SFDR)
- Ability to work independently, take initiative and participate in capturing the evolving nature of responsible investing, while in a collaborative, team environment
- Strong communication skills (written, verbal, email, etc.)
- Experience with database management, visualization tools and/or programming is an asset
- Bilingual in French, is an asset
- Interested in or currently pursuing the CFA designation, is an asset

This posting is for a current vacancy on our Responsible Investing team.

To apply, please click [here](#).

If you require any accommodations during the recruitment process, please email us at [careers@beutelgoodman.com](mailto:careers@beutelgoodman.com). A member of our HR team will reach out to you.

**Expected Compensation Range:** 70,000 - 90,000 CAD / year