



## **Job Description – Index Research Analyst or Senior Analyst**

### **About ANREV**

ANREV, the Asian Association for Investors in Non-listed Real Estate Vehicles, is a non-profit association that seeks to improve transparency, professionalism and best practice in the non-listed real estate fund industry. The Association has grown from its launch in 2006 to 200 corporate members, representing over 2,000 individual member representatives, from all over Asia Pacific and beyond.

ANREV's activities range from the production of funds' indices, research, to the publication of industry guidelines and the organisation of events and training courses for members and the wider industry.

The organisation is based in Hong Kong. The ANREV team currently consists of ten people.

### **Position overview**

ANREV is responsible for the ongoing production and management of the ANREV indices which are the leading non-listed real estate funds indices in the Asia Pacific region. The team is based in Hong Kong and work in close collaboration with INREV in Europe and NCREIF in the US.

The team is responsible for constructing, managing and enhancing the ANREV quarterly, annual, Australia monthly core open end and the IRR by vintage indices. That includes developing more bespoke indices, as well as researching and recommending methodology enhancements in close consultation with its members.

The Index analyst reports directly to the Director of Research and Professional Standards

### **Job profile**

- Manage the overall ANREV Annual and Quarterly Index production. Collect all data, liaise with managers to ensure that correct data is delivered to ANREV in an accurate and timely manner. Calculate the final index and prepare the final documents on time.
- Manage the production of the other index product such as the ANREV Australia monthly index and the ANREV IRR index. Collect all data, liaise with managers to ensure that correct data is delivered to ANREV in accurate and timely manner. Calculate the final index and prepare the final documents on time.



- Be responsible for the further development of the Global Real Estate Fund Index (GREFI). Liaise with NCREIF and INREV to further develop the global index and be responsible for the calculation of and publication of the global fund index.
- Assist in the further development of the online systems for the ANREV & INREV Index. Make sure the tool is continuously improved to meet the requests from the ANREV members.
- Work on any new Index related projects like the customized index for members.
- Develop an expertise of the non-listed real estate funds industry; be aware of fund types and features, market trends and industry players and new funds launched in the market.
- Provide supporting data and analysis for research projects relating to the ANREV Index
- Build and maintain contacts with members to encourage their participation in the ANREV Index and other research projects including serving on working groups and the provision of data. Actively visit members to achieve their participation.

## **Profile**

### **Essential**

- Minimum of a bachelor degree, with a major in finance, econometrics, statistics, or mathematics.
- CFA/CAIA is an advantage
- Two to five years relevant work experience (i.e. fund analyst, fund finance, investment management, equity research position) with strong preference for previous knowledge of the non-listed real estate industry or alternative investment industry,
- Excellent communication skills, both in written and oral English (working language at ANREV).
- Experience of analysing large datasets, as well as preparing presentations.
- Strong analytical skills, excellent skills in MS Excel, PowerPoint and PowerPoint. Good knowledge of VBA is a plus. Good understanding of database structures.

### **Personal attributes**

- Strong interpersonal skills, self-motivated
- Analytically minded, assertive and a strong communicator
- Strong attention to details
- Team player, and able to work responsibly alone



Interested parties should email their CV and cover letter to [daisy.huang@anrev.org](mailto:daisy.huang@anrev.org) as soon as possible.