Fort Washington Investment Advisors, Inc. has an immediate opportunity for a Investment Systems Analyst.

Summary of Responsibilities:
Position is a liaison role between all business units within Fort Washington Investments and W&S Systems for all hardware and software needs. Performs role of subject matter expert for all FWIA systems from a business unit/operations perspective. Develops process improvements within FWIA business units for all pertinent systems. Documents and communicates all FWIA system requirements to W&S Systems and facilitates their ultimate resolution, including evaluation and installation of new system hardware and software. Position is also responsible for report evaluation, development and implementation. Works with minimal supervision and is responsible to make an established range of decisions, escalating to manager when necessary and updating manager on a regular basis.

Position Responsibilities:
• Develops and implements system process improvements within internal business units and policies and procedures for all job functions within the department to ensure all processes are running efficiently.
• Defines business unit requirements for new and existing system hardware and software. Ensures the maintenance of these requirements through learning and analyzing the processing functionality of new systems and staying abreast of changes to existing systems. Develops written detailed requirements for requests and reviews the requirements with the FWIA business units and obtains sign-off before starting development. After requests’ solutions have been developed, provide checkout and coordinate final approval from requesting area.
• Defines and documents business unit reporting requirements and develops new and enhanced reports. Works closely with requesting individuals or areas to ensure that requests are feasible, cost-effective and have little to no impact to the organization. Coordinates development of more complex reporting requests with W&S Systems.
• Keeps current on technical and industry information vital to operating area by reviewing technical and trade publications. Makes recommendations as to potential workflow, process or system enhancements to continuously enhance operational efficiency. Conducts cost/benefit analysis to determine savings anticipated as a result of potential implementation.
• Follows defined project management and project life cycle processes to ensure project success. This includes maintaining project status with regard to deadlines, costs and updates.
• Serves as key technical contact and works with all external vendors on new releases, issue management, system enhancements and product development, and participates in the installation and resolution of such items.
• Works with the various business units on the development of applications and processes to report statistical data to allow for the measurement of quality and trends.
• Gathers requirements from other FWIA departments for various Company projects and follows up to ensure completion.
• Ensures Business Recovery impact analysis is completed for all systems and technology and properly maintained on a going forward basis.
• Performs other duties as instructed by manager.

Selection Criteria:
• Proven successful experience in learning new concepts and/or new applications to become the resident expert from the business and technical side.
• Working knowledge of and experience in the processes and systems that support Trade Order Management, Electronic Trade Processing, Market Data, Security Maintenance, Portfolio Management and Straight-Through Processing. Primary current systems include Princeton’s PAM, Advent AXYS and MOXY, Burgiss PrivateI, Eagle PACE, Bloomberg Trading, Satuit, Equitrack
preferred.
• Proven experience and proficiency assessing, analyzing, writing and communicating business requirements/
specifications for projects between internal system groups and external vendors.
• Proven experience coordinating multiple projects/assignments simultaneously and completing
assigned tasks accurately and on a timely basis. Cite examples of project management experience in
planning, executing and maintaining a project from start to finish.
• Strong attention to detail with excellent organization skills. Cite examples of organization and time
management/methods used to manage or prioritize workload demands.
• Extensive experience working independently. Experience must include identifying and resolving
problems where independent decision-making and initiative were demonstrated.
• Proven experience with innovative and creative problem resolution as it relates to Investment
Management operations.
• Proven experience facilitating user-training sessions on various software applications.
• Demonstrated experience participating in a team environment that includes sharing knowledge and
resources.
• Demonstrated experience maintaining a calm and professional demeanor when handling stressful
situations as a result of heavy work volume and strict deadlines.
• Demonstrated experience interacting with various levels of management.

Educational Requirements:
• Bachelor’s degree in Business Administration, Finance or Information Systems.

Computer skills and knowledge of hardware & software required:
• Proficient in Microsoft Office Suite.
• Working knowledge of investment asset management, trade order management, report writing
software and data extraction software. A plus would be to have working knowledge of data
warehouse concepts, performance measurement software and analytic systems.

Certifications & licenses (i.e. Series 6 & 63, CPA, etc.):
• None required.

Position Demands:
• Occasional extended hours and weekend work to meet assigned project target dates or to meet
operational needs.
• Occasional out-of-town travel.

At Fort Washington Investment Advisors, Inc., we are a focused investment management firm with
dedicated business units that work with institutional clients and their consultants, private equity
investors, and individuals and their families. With the strong support of our parent company,
Western & Southern Financial Group, we have a stable base of capital that fosters our investment-
centered culture, alignment with clients' interests and long-term perspective.

We believe our advantage is the ability to focus on investing without distractions from other
business activities or short-term objectives. We serve some of the country's largest institutional
investors, yet are as approachable and personable as any local firm. Fort Washington is a registered
investment advisor.

We were founded in 1990 and are the primary investment arm of Western & Southern Financial
Group. As of 12/31/11, Fort Washington, its subsidiaries and divisions managed $39.9 billion in
assets.
To learn more about the types of institutional clients we work with, please visit our Institutional Client Types Served page (www.fortwashington.com/inst). You may learn more about our private equity division by visiting our Fort Washington Capital Partners Group site (www.fwcapital.com). Our Private Client Group (www.fortwashington.com/pcg) works with individual investors and their families.

Western and Southern Financial Group provides a host of benefits that include medical, dental, life, pension, 401K, free fitness facility, on-site cafeteria, and generously subsidized parking. Western & Southern promotes a stable, fulfilling and challenging environment with an emphasis on excellence and continued career development.

1 Assets as of 12/31/11. Includes total assets and/or commitments under management by Fort Washington Investment Advisors, Inc. (Fort Washington), $37.8 billion, and $2.1 billion managed by Fort Washington Capital Partners Group (FW Capital), a division, and Peppertree Partners LLC, a subsidiary.

To apply contact:

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