

SUMMER 2017 INVESTMENT INTERNSHIP

Application Deadline: March 24, 2017

Application Instructions: email cover letter, resume, and college transcript to RA-ERInternWithSERS@pa.gov

Employer: PA State Employees' Retirement System

Job: Investment Intern

Openings: Up to 2 internships

Location: 30 N. 3rd St. Harrisburg, PA

Schedule: Approximately 30 hours a week

Timeframe: May through August (start and end dates are flexible)

Compensation: \$12.97/hour

Requirements:

- enrolled at an accredited college or university for fall 2017
- able to earn college credit for the internship
- working toward a bachelor's or master's degree in business, economics, finance, or investments
- carrying an overall GPA of 3.00 or higher
- available to work between the hours of 8:00 a.m. and 5:00 p.m. during a normal workweek of Monday through Friday

The commonwealth is able to hire individuals in the United States on a student visa under certain conditions. The student must be in a status/category – typically F-1 or M-1 – that does not require sponsorship by the commonwealth. The student must be able to produce the required documents establishing identity and employment authorization in accordance with form I-9, Employment Eligibility Verification. The commonwealth participates in the federal E-Verify program.

INVESTMENT INTERNSHIP

As an investment intern with the Pennsylvania State Employees' Retirement System (SERS), you have an opportunity to earn money while earning college credits and gaining real-world experience working with a \$29 billion institutional investor.

You will work with SERS' investment team, external consultants, and worldwide investment management firms. You will gain experience and knowledge by interacting with professionals in the finance industry.

SERS offers a flexible work schedule to coordinate with your course schedule. You'll work in downtown Harrisburg. Parking may be provided.

Likely Assignments:

- Assessing the fund's cash position on a monthly basis
- Preparing snapshots of the fund's assets in each asset class
- Assisting with the investment manager search process
- Analyzing cash flow and assisting in preparing cash forecasts
- Monitoring investment manager performance
- Assisting with developing capital market commentary
- Preparing materials for the state legislature
- Participating in staff meetings and attending SERS board meetings

Requirements:

- Enrolled at an accredited college or university
- Able to earn college credit for the internship
- Working toward a bachelor's or master's degree in business administration, economics, finance, international business, investment management, or related field
- Carrying an overall GPA of 3.00 or higher
- Available to work between the hours of 8:00 am and 5:00 pm

Application Process

Submit cover letter, resume, and college transcript to:
RA-ERInternWithSERS@pa.gov with "Investment Intern" in the subject or mail to:


Pennsylvania State Employees' Retirement System
Human Resources Division
30 North 3rd Street, Suite 150
Harrisburg, PA 17101-1716




GPA of **3.00 +**



Major in business, economics, finance




Available to work between the hours of **8:00 a.m. and 5:00 p.m.**



Make **\$12.97 per hour** with this paid opportunity.



SERS has **\$30 billion** assets under management



We administer retirement benefits for nearly a **quarter million members**



We pay **\$3 billion** in benefits annually

Join the SERS Team

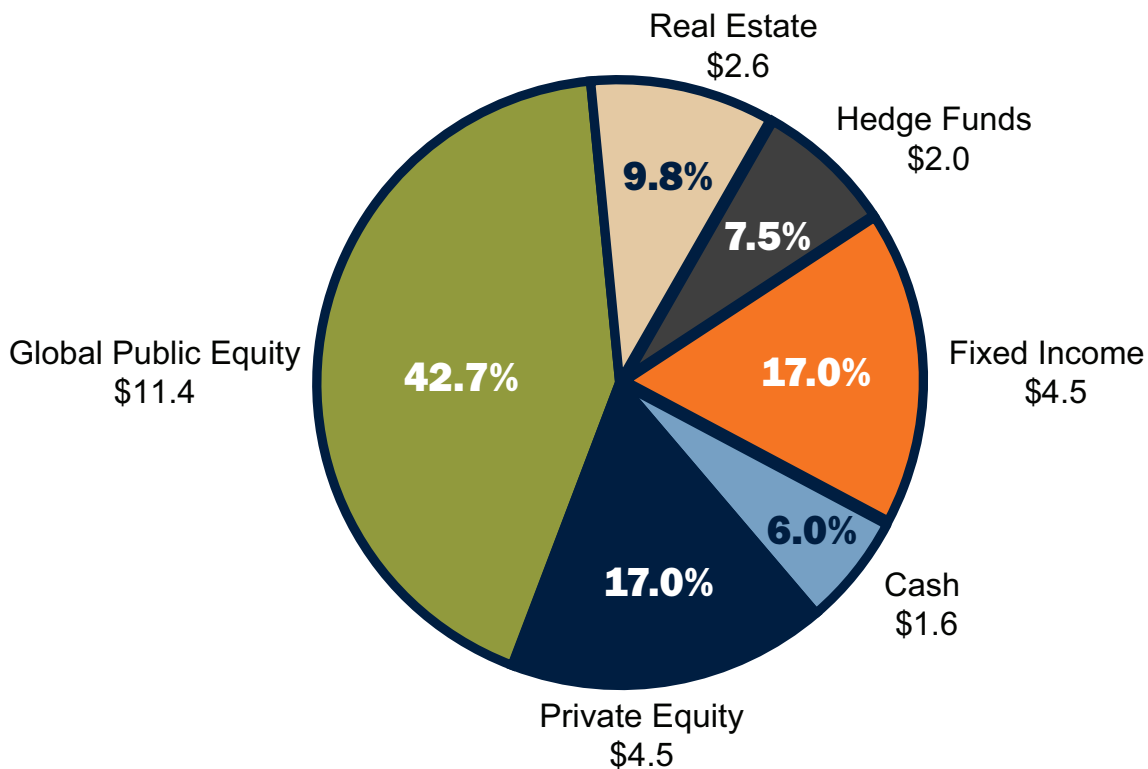
Pennsylvania SERS is one of the oldest public pension systems in the country with a mission to provide retirement benefits and services to nearly a quarter million members around the globe through sound administration and prudent investments.

SERS' work is carried out by 197 employees, managed by an executive director and chief investment officer, and guided by an 11-member board.

All employees have a fiduciary responsibility to the system's members and must operate in the sole interest of the SERS fund.

Asset Allocation as of September 30, 2016

(\$ billions)



* Excludes \$3B invested with SERS' voluntary Deferred Compensation Plan.

Pennsylvania State Employees' Retirement System
30 North 3rd Street, Suite 150
Harrisburg PA 17101

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