

## INVESTMENT ANALYST

*Shape institutional investment outcomes that support members' financial security in retirement.*

### Why this role exists

At CSS, investment management exists for one reason: to support secure, sustainable retirement income for our members. Reporting to the Director, Investments and Financial Management (DIFM), the Investment Analyst plays a key role in the oversight, administration, and evolution of CSS' investment mandates.

The successful candidate will contribute across investment operations, portfolio analysis, manager oversight, and strategic projects - with increasing scope and autonomy over time. You'll work within a lean, collaborative investment team and interact regularly with external managers, consultants, and custodial partners.

If you are curious, analytical, detail-oriented, and motivated by purpose-driven investing - this role offers a unique opportunity to build deep institutional investment expertise within a member-owned, co-operative environment.

You'll also help modernize how we work. CSS embraces digital transformation, and this role contributes directly to improving tools, processes, and reporting that enhance decision making and operational efficiency.

### What you'll do

- Help steward CSS' investment portfolios by supporting valuation, unitization, liquidity management, and rebalancing activities that underpin member outcomes
- Contribute to disciplined investment governance through performance analysis, compliance monitoring against the SIPG, and clear, accurate reporting
- Support external manager oversight, including analysis, ongoing monitoring, and collaboration with consultants and custodial partners
- Participate in portfolio analysis, modelling, and strategic initiatives, with increasing responsibility as experience grows
- Develop and improve investment operations, reporting, and analytical tools — using technology to enhance efficiency, insight, and decision-making
- Support the preparation of operating and investment budgets and related financial analysis
- Prepare materials and insights for the Director, senior leadership, Members, Delegates, and the Board that translate complexity into understanding
- Contribute to strong internal controls, policy adherence, and continuous improvement of investment administrative processes
- Work collaboratively within a lean, high-trust investment team and across CSS to support a culture of learning, accountability, and service

### What you'll bring

- A genuine interest in institutional investing and how strong governance, discipline, and execution translate into better long-term retirement outcomes

- Curiosity and intellectual honesty — you like understanding why portfolios behave the way they do, and you stay current as markets, tools, and practices evolve
- Strong analytical skills and comfort working with financial data, models, and reports — and the ability to turn analysis into insight
- Care, precision, and respect for process, particularly where valuation, cash flows, controls, and documentation matter
- Professional judgement, initiative, and the confidence to work independently while contributing thoughtfully within a small, collaborative team
- Clear communication skills — you can explain what the numbers mean and why they matter to different audiences
- An undergraduate or advanced degree in finance, statistics, mathematics, or a related discipline
- Experience in investment management, pensions, or financial services (or strong exposure through education and internships)
- Progress toward, interest in, or completion of a professional designation such as the CFA®
- Alignment with purpose-driven investing, the co-operative business model, and an organization where long-term member outcomes come first

## What we offer

- Purpose-driven investment work — contribute directly to investment decisions and processes that support long-term retirement income security for members
- A role that grows — responsibilities and scope aligned to experience, with opportunities to deepen involvement in analysis, manager oversight, and investment strategy over time
- A collaborative, values-based culture — work within a lean, high-trust team grounded in co-operative principles and shared accountability
- Professional development support — encouragement and support for ongoing learning, industry involvement, and progress toward professional designations
- Competitive total rewards — comprehensive benefits, a personal health spending account, participation in the CSS Pension Plan, paid flex time, and volunteer time
- Balanced, modern work arrangements — on-site work in Saskatoon preferred, with flexibility considered within Saskatchewan for the right candidate
- Meaningful stability — join a well-governed, member-owned organization with a long-term mandate and a clear focus on sustainable outcomes

## About CSS'

CSS' is a member-owned pension and retirement services co-operative and pension plan serving employers and employees across Canada. Our top-rated value propositions include retirement income options, affordability, 24/7 digital access, co-operative governance, and complimentary advice from retirement and pension advisors. We are the second-largest defined contribution pension plan in Canada, offering both lifetime pensions (in-plan; unique to our pension plan) and flexible variable-benefit pensions.

## How to apply

Send your resume and cover letter to the contact info below. Want to stand out above the crowd? In your CV, include an example of a recommendation you made to improve a process, decision, or outcome — and the analysis or rationale that supported your recommendation.



**CSS Pension Plan**

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CSS Pension Plan  
Attn: Director, Investments and Financial Management  
Email: [hr@csspension.com](mailto:hr@csspension.com)

Competition closes: June 1, 2026  
(The position may be filled sooner)

Applicant information is collected and maintained pursuant to CSS' Privacy Policy (please see the website for more details). Background checks will be completed on successful candidates.

We thank all applicants for their interest. However, only those applicants selected for an interview will be contacted.