



## **Investment Manager**

### **Treasury Specialist VII**

Recruitment # 21-005036-0003

Hiring Salary: Grade 22 \$70,280 - \$102,616

Growth Potential Up To \$112,848 / Salary Guidelines Apply for State Employees

## **Open & Continuous**

Section 6-222 through 6-225 of the State Finance and Procurement Article governs the investment of the State's unexpended or surplus money. The Investment Department in the State Treasurer's Office is charged with the responsibility of investing these monies in accordance with established laws, policies and procedures, as well as establishing an Investment Policy which provides additional guidance and protocols for investment of state monies.

The Deputy Director of Investment Services is responsible for all operations of this two-person department, ensuring adherence to all statutes, regulations and policies. The Deputy assists with and is accountable for the accurate and timely processing of all cash management and investment activities with regard to the States \$409+ Billion cash flow and the \$12+ Billion investment portfolio. The incumbent should be able to draw on public finance experience, knowledge and resources to strategize, develop, and implement policies and procedures which will promote automation in all areas of cash management for State operations. This position is also responsible for full supervision of one other position in the Investments Department.

This is a full-time position with State employment benefits including paid holidays, vacation/sick/personal days, subsidized medical and dental plans, defined-benefit pension plan, 401(k)/457 plans, employee credit union, direct deposit, and free parking. The position is Management Service and serves at the pleasure of the Maryland State Treasurer and her designated appointees.

**Educational Requirements:** Minimum of a Bachelor's Degree in Business Administration, Finance, Economics, or related subject area.

**The ideal Candidate will have:**

- Comprehensive, hands-on experience with fixed income investments
- Demonstrable knowledge and/or experience with public finance (i.e., public revenue, public expenditure, and public debt)
- Experience in government and/or non-profit investing and cash management
- Experience supervising subordinate staff including assignment and review of work, performance evaluation, time and leave approval, training, and involvement with Human Resources
- Additional treasury or financial certifications or post-graduate education in related fields

**LIMITATIONS ON SELECTION:** Applicants must be willing to work in the Annapolis area. Candidates will be subject to a background investigation to include credit and criminal history.

**TO APPLY:**

Job opportunities within the Maryland State Treasurer's Office are accessible through JobAps, the Statewide Recruitment, Examination and Applicant tracking system. Click [here](#) to apply.  
Please upload a current copy of your resume with your application.

Electronic application is strongly preferred; however, if you do not have access to a computer, you may send a copy of your resume by email to [hr@treasurer.state.md.us](mailto:hr@treasurer.state.md.us) or fax to 410-260-4090.

Any questions regarding this recruitment or the recruitment process may be directed to the STO Personnel Office at 410-260-7078.

*As an equal opportunity employer, Maryland is committed to recruiting, retaining and promoting employees who are reflective of the State's diversity.*

*TTY Users: Call via Maryland Relay*