



# Trader III

Salary Group: B29  
Class Code: 1163

CLASS TITLE	CLASS CODE	SALARY GROUP	SALARY RANGE
TRADER I	1161	B25	\$69,572 - \$114,099
TRADER II	1162	B27	\$84,182 - \$142,374
TRADER III	1163	B29	\$101,860 - \$172,272

## GENERAL DESCRIPTION

Performs advanced (senior-level) securities trading work. Work involves identifying, analyzing, and executing trades; following market activities; presenting reports regarding trading activity and market conditions; and negotiating rates. May supervise the work of others. Works under limited supervision, with considerable latitude for the use of initiative and independent judgment.

## EXAMPLES OF WORK PERFORMED

Conducts analyses on trading activities to determine best timing and broker, and negotiates rates to get best prices and efficiency.

Identifies and tracks market conditions and trends and advises management on transactions, including the determination of the timing, order size, price level, method of execution, and broker.

Searches the market(s) for the best opportunities for the fund.

Executes trades in accordance with management direction to achieve the best possible price, commission, and time frame.

Communicates trade and market information to traders and management, and maintains records of all transactions on trade decisions.

Collects, compiles, analyzes, and prepares data for required financial reports used by traders and management.

Investigates and resolves any discrepancies or issues regarding trades.

May conduct presentations to groups with varied levels of investment knowledge.

May assist in working with investment management and portfolio managers to develop trading programs.

May supervise the work of others.

Performs related work as assigned.

## **GENERAL QUALIFICATION GUIDELINES**

### **EXPERIENCE AND EDUCATION**

Experience in financial analysis, banking, investments, accounting, or securities trading work. Graduation from an accredited four-year college or university with major coursework in finance, business administration, economics, or a related field is generally preferred. Education and experience may be substituted for one another.

### **KNOWLEDGE, SKILLS, AND ABILITIES**

Knowledge of market terminology and procedures, trading approaches and techniques, and factors affecting price trends.

Skill in statistical concepts, methods, and mathematics; in working accurately with numerical detail; and in the use of a computer and associated applications.

Ability to assess market conditions and trends, to comply with ethical standards and professional codes of conduct, to prepare concise reports, to communicate effectively, and to supervise the work of others.