

Punch

A BOUTIQUE INVESTMENT ADVISORY

Trader

Punch & Associates Investment Management, Inc.

Punch & Associates Investment Management, Inc. is a Minneapolis-based, independent wealth and investment management firm serving a select number of institutions and families of substantial wealth. Our mission is to enable families and institutions to steward resources with clarity and purpose.

We are looking for a talented, detail-oriented Trader to join our investment team. This person will work on a trading team responsible for all aspects of trade execution across equity and fixed income markets, as well as the day-to-day operations of the trading desk. The ideal candidate brings mid-level experience in buy-side or sell-side trading, an ability to work collaboratively, and a genuine interest in being a team player across the broader Punch organization.

Responsibilities Include, but are not limited to:

TRADE EXECUTION

- Execute equity and fixed income orders across listed and OTC markets, including small- and micro-cap securities with limited liquidity
- Develop and apply best-execution strategies across a variety of market conditions
- Monitor order flow, manage transaction cost analysis (TCA), and identify opportunities to improve execution quality
- Coordinate with brokers, prime brokers, and counterparties to ensure efficient and accurate order management

TRADING OPERATIONS

- Manage daily trade reconciliation, settlement monitoring, and resolution of trade breaks or fails
- Maintain and administer the order management system (OMS), with proficiency in Eze and Bloomberg Tradebook preferred
- Support portfolio accounting workflows in coordination with the firm's operations and compliance functions
- Assist in monitoring corporate actions, dividends, and other events that affect portfolio positions

- Manage model delivery portfolios on a daily basis

TEAM COLLABORATION

- Partner closely with traders, portfolio managers, and analysts to facilitate timely and accurate execution of investment decisions
- Participate in process improvement discussions and contribute ideas to strengthen trading and operations workflow
- Contribute to client reporting and regulatory compliance as needed

Required Skills and Qualifications:

REQUIRED

- Minimum 5 years of experience in equity trading or trading operations role, preferably at a buy-side investment manager or institutional broker-dealer
- Strong working knowledge of equity market structure, order types, and execution venues
- Experience with Bloomberg Terminal (PORT, EMSX)
- Familiarity with order management systems; SS&C Eze a significant plus
- Bachelors degree in Finance, Economics, or related field

PREFERRED

- Experience trading small- or micro-cap equities, including navigating thinly traded names
- Exposure to fixed income execution
- Familiarity with trade cost analysis and broker commission management

Who We're Looking For:

Cultural fit is imperative at Punch. We value people who take their work seriously without taking themselves too seriously. We are looking for someone who:

- **Is humble and self-aware:** Someone who acknowledges what they don't know and is eager to learn and constantly improve
- **Communicates clearly and proactively:** Keeping the team informed without being asked
- **Is genuinely collaborative:** Treating every team member as a partner, not just a colleague
- **Takes initiative:** Identifies problems before they become issues and follows through without hand-holding
- **Has a long-term mindset:** Interested in building something, not just filling a seat

What We Offer:

- Competitive compensation commensurate with experience. \$100,000 to \$150,000 salary range, plus discretionary bonus and excellent benefits package.
- Participation in firm success as we grow
- A tight-knit, high-trust environment where your work directly impacts investment outcomes
- Access to a rigorous, research-intensive investment process
- Flexible work environment with a collaborative in-office culture in Minneapolis

How to Apply:

Please send a resume and brief cover letter to resumes@punchinvest.com. We value cover letters that are direct and specific - tell us what draws you to the role and what you would bring to the team. Applications reviewed on a rolling basis.