

# CAREERS

**JOB TITLE:**

Data Analyst

**FLSA:**

Non-Exempt

**DEPARTMENT:**

Securities Class Actions

**REPORTS TO:**

Attorney/Director of Shareholder Services

## About the Role

Motley Rice is a top national law firm with a history of taking on some of the largest corporations in the world. We are looking for a **Data Analyst** to support the firm's prosecution of securities fraud litigation and to help run the investment portfolio monitoring service we offer our institutional investor clients. You will work with a small team of other data analysts to analyze trade and other financial data, research financial instruments and corporate finances, and clearly communicate your findings to attorneys.

## What You'll Do

- Analyze transactional trade data for stocks and bonds, including transforming and loading data
- Estimate investor losses in newly filed securities class actions, including researching financial instruments, company ownership, corporate actions (mergers, spinoffs, etc.), and insider trading
- Support the firm's securities fraud and other litigation through performing other ad hoc data analyses and company research
- Communicate your findings in writing and through insightful reports using Excel or other data visualization tools

## What We're Looking For

- Bachelor's degree required; degree in Business Analytics, Data Science, Finance, Economics, related field preferred
- Numeracy and strong problem-solving skills
- **Advanced Excel skills**, including formula mastery (Index-Match, IF statements, etc.) and PivotTables
- Ability to interpret and wrangle inconsistently formatted datasets
- Interest in learning about financial markets
- Strong attention to detail and the ability to juggle multiple priorities
- Bonus points for:
  - Familiarity with financial markets, financial instruments, and corporate actions
  - Proficiency with data visualization & analytics tools (e.g., Power BI, Tableau, SQL)
  - Knowledge of automation/programming (e.g., PowerShell, Python, API integration)
  - Experience with financial research platforms such as Bloomberg Terminal, LSEG Workspace, S&P Capital IQ, or FactSet

## Working Hours

Work may require more than 40 hours per week to perform the duties of the position.

## Working Condition

Work is performed in a normal heated or air-conditioned office environment.

*The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of essential functions, responsibilities or requirements.*

*This job description must not be misconstrued as a promise of employment, nor deemed as an employment contract. Motley Rice LLC is an equal opportunity employer. We participate in e-verify.*