

Position Overview:

Organization: Burgundy Asset Management Ltd

Title: Investment Analyst

Reports to: Senior Vice President, Portfolio Manager, Fixed Income and Credit

Location: In person/on-site 181 Bay Street, Suite 4510, Toronto, ON, M5J 2T3

About Burgundy Asset Management Ltd

Burgundy Asset Management Ltd. is a global investment manager providing discretionary investment management for private clients, foundations, endowments, pensions, and family offices. We strive to protect and build client wealth over the long term. Burgundy is registered in all the provinces of Canada as a Portfolio Manager and as an Investment Fund Manager in the provinces of Ontario, Quebec, and Newfoundland & Labrador. Burgundy is also registered as an Investment Adviser with the Securities and Exchange Commission (SEC). Further information about Burgundy can be obtained at: www.burgundyasset.com

The Fixed Income and Credit Team

The Fixed Income and Credit Team at Burgundy manages four distinct funds:

- The Bond Fund – Established in May 1999, this fund focuses on government and investment grade bonds.
- The Strategic Credit Fund – Launched in August 2005, this fund invests in both investment grade and high-yield bonds.
- The Investment Grade Credit Fund – Created in January 2018, this fund is dedicated exclusively to investment grade bonds.
- A Dedicated High Yield Credit Fund – Specializes in high-yield bonds.

The Fixed Income & Credit Team is comprised of a portfolio manager and two analysts. The current team members are:

- James Arnold, Senior Vice President, Portfolio Manager
- Hayley Conacher, Vice President, Investment Analyst
- Julie Tanna, Investment Analyst

The successful candidate will report directly to James Arnold.

Position Summary

Burgundy Asset Management is seeking a highly motivated and detail-oriented Investment Analyst to join its Fixed Income and Credit Team. The successful candidate will be responsible for comprehensive research, analysis, and ongoing monitoring of fixed income securities and markets. This role will support the portfolio management team in making well-informed investment decisions that align with the firm's strategies and objectives.

Key Responsibilities

- Conduct fundamental and quantitative research on fixed income securities – primarily investment grade and high yield corporate bonds but may also include government bonds, municipal debt, and structured credit products.
- Monitor credit quality, interest rate movements, economic indicators, and sector or industry trends to evaluate investment risks and opportunities.
- Develop and maintain financial models and analyze covenants and legal documentation to support investment decisions.
- Prepare and deliver investment recommendations, market commentary, and research reports to portfolio managers and senior leadership.
- Support portfolio construction and risk management processes, including duration analysis, yield curve positioning, and credit exposure assessment.
- Track the performance of fixed income portfolios relative to benchmarks and identify key drivers of performance.
- Stay up to date with regulatory developments, macroeconomic events, and market conditions that affect fixed income markets.
- Collaborate with traders, portfolio managers, and other analysts to contribute to the overall investment strategy.

What We're Looking For

- Proven experience in fixed income investing; bachelor's degree preferred (master's degree or CFA progress considered an asset).
- 2 plus years of experience in fixed income research, analysis, or related investment roles.
- Strong understanding of fixed income instruments, credit markets, and valuation methodologies.
- Proficiency with Bloomberg, FactSet, Excel, and other financial modelling tools.
- Excellent analytical, problem-solving, and quantitative skills with strong attention to detail.

- Strong communication and presentation abilities, with the capacity to clearly articulate complex ideas.
- Ability to work independently as well as collaboratively in a fast-paced, team-oriented environment.

What We Offer

- Exposure to a diverse range of fixed income securities and investment strategies.
- A collaborative and intellectually stimulating work environment.
- Competitive compensation and benefits package.
- Opportunities for professional growth and advancement.

Hiring Process Timeline

Interested candidates are encouraged to apply by October 24, 2025.

Kindly submit your application materials via email to:

investmentjobs@burgundyasset.com, using "Investment Analyst, Fixed Income & Credit" as the subject line.

Your application package should include:

- Resume
- Cover Letter

Interviews will be conducted in November 2025.

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

Burgundy Asset Management Ltd. is an equal opportunity employer. Accommodations on the basis of disability, and other accommodations as required by the Ontario Human Rights Code, are available on request at all stages of the selection process and during employment.