

JOE RODRIGUES, CFA

EDUCATION

Sept. 2010 – May 2015	DALHOUSIE UNIVERSITY Bachelor of Science in Mathematics Certificate in Financial Mathematics and Actuarial Science	Halifax, NS
Apr. 2024 – Present	CFA Society Atlantic Canada CFA® charter holder	Halifax, NS

WORK EXPERIENCE

Jan. 2021 – Present	VESTCOR INC <i>Investment Analyst – Fixed Income</i>	Fredericton, NB
	<ul style="list-style-type: none">• Actively involved in managing a portfolio of Investment Grade Corporate bond.• Perform detailed analysis on the individual securities that make up the DEX Corporate index.• Monitor internal portfolio dynamics with the view of performing risk analysis as well as offering thoughts on security valuations.• Monitor and share material information released on the companies covered with the team.• Review published research materials, attend conferences, and develop a network of experts to facilitate your understanding of the securities covered.• Acting as backup for the Fixed Income Associate related to monitoring, executing and follow up for matching our FX needs/trades.• Acting as backup for the money market manager with cash management, monitoring, executing and settlement.	
Jun. 2018 – Dec. 2020	<i>Investment Associate – Fixed Income</i>	
	<ul style="list-style-type: none">• Monitor the foreign exchange needs of internally and externally managed portfolios and execute trades when necessary to fulfill liquidity and funding needs.• Build and maintain relationships with foreign exchange counterparties to get up-to-date market news and price quotes for best execution.• Maintain and reconcile Mark-to-Market reports of outstanding derivative instruments to ensure smooth and timely settlements among all counterparties.• Perform other duties as required by the Fixed Income team and ensure hedged portfolios are within compliance daily.• Provide administrative support, trade entry for the Fixed Income team.	
Oct. 2015 – May 2018	SS&C GLOBEOP (fka CONIFER FINANCIAL SERVICES) <i>Analyst – Fund Administration</i>	Halifax, NS
	<ul style="list-style-type: none">• Prepare and maintain performance and risk statistic reports of underlying investments such as private equities, hedge funds, SMAs etc. in the endowment funds• Set up and reconcile capital activities such as capital calls, cash, and stock distributions, commitments and unfunded commitments, subscriptions, and redemptions of private equities and hybrid private equities• Prepare portfolio risk exposure report to different markets on monthly and quarterly basis, double-check the figures.• Complete daily accounting and position reconciliations with investment managers, prime brokers and custodians.• Prepare monthly accounting package for hedge funds, fund of funds as well private equities.• Maintain expense budgets, accruals, and process clients' invoices for assets under management.	

VOLUNTEER EXPERIENCE

Oct. 2025 – Present	OMISTA CREDIT UNION Board Observer/ Committee Member – Governance Committee	Fredericton, NB
	<ul style="list-style-type: none">• Review and/or recommend changes and any significant amendments to the Board of Directors policies• Approve the list of Responsible Persons (CEO, all Directors and Members-at-Large of OMISTA) and any changes• Actively participate in discussions and monitoring and establishing actionable strategic objectives to guide OMISTA management team	
May 2024 – Present	L'ARCHE FREDERICTON <i>Treasurer</i>	Fredericton, NB
	<ul style="list-style-type: none">• Manage all financial transactions in QuickBooks Online, including accounting entries, payables, receivables, payroll, and record-keeping.• Collect timesheets and expense reports, process bi-weekly payroll, and ensure invoices/cheques are documented and paid promptly.• Prepare and present monthly treasurer reports, participate in board meetings, and present at the annual general meeting.• Coordinate year-end audit preparation and complete regulatory filings, including the Registered Charity Information Return to the CRA.	
Sep. 2020 – Sept. 2022	BIG BROTHERS BIG SISTERS OF FREDERICTON AND OROMOCTO <i>Board Member (Grants and Sustainable Funding Committee)</i>	Fredericton, NB
	<ul style="list-style-type: none">• Ensure fiscal stability, financial accountability and establish policies that guide the organization in achieving its mandate.• Continuously seek other potential sources of funding that may come from other organizations and individuals.• Develop metrics to show the effectiveness of funds and grants and how they are employed in meeting the Big Brothers Big Sisters programs.• Study strategies for sustainable funding and present findings to the Board of Directors.• Assist the Executive Director and Committee Chair in generating ideas for grant applications.	

ADDITIONAL INFORMATION AND COURSES COMPLETED

- Canadian Securities Course
- Bloomberg, Pacer, Envisor, Reuters and Geneva
- Member of the Phi Delta Theta Fraternity, NS Alpha