

Position description – Head of Portfolio Construction

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Job details

Position number:	4030	ANZSCO:	222311
Classification:	State Superannuation Act	Business Unit:	Investments
Leadership Context:	Leading Others	Reports to:	Chief Investment Officer
Date updated:	12 March 2026	Direct Reports:	1

About the role

As an organisation, we incorporate our values into everything we do and support a diverse and inclusive work environment. We recognise that unique perspectives, ideas, and contributions help strengthen and build our team, which ultimately benefits our members.

GESB's purpose is to help members achieve a quality retirement. We do this by responsibly managing their retirement savings, delivering competitive long-term investment returns and offering relevant support so they can make informed decisions.

Reporting to the Chief Investment Officer you will be part of the Investments business unit. This business unit is responsible for ensuring the asset class strategies and structures are consistent with the Treasurer's Prudential Guidelines for Investments, GESB's Investment Governance Framework, and applicable APRA prudential standards.

Responsibilities

The Head of Portfolio Construction:

Leadership

- Develops and maintains GESB's asset allocation framework, including strategic asset allocation, medium term asset allocation and cash flow rebalancing
- Provides insights and guidance to Investment Analysts
- Champions continuous improvement initiatives to uplift the ways of working for the team, peers and partners (as applicable)

Management and support

- Responsible for overseeing and implementing the strategic asset allocation, medium term asset allocation and cash flow and rebalancing frameworks
- Responsible for approving cash flows

- Responsible for investment risk management tools (currently FactSet and internal models)
- Provides advice on medium- and long-term asset class views
- Drafts and reviews of investment policies and procedures
- Assist with providing investment solutions for retirement strategies as appropriate

Communication and stakeholder liaison

- Provides insights and recommendations to the Investment Committee
- Maintains professional, respectful relationships with industry bodies and other key stakeholders
- Delivers written or verbal communication to members when required, pitched at an appropriate level
- Engages regularly with other GESB business units and the broader Investment team
- Responsible for a range of investment policies and procedures

Other accountabilities

- Maintains an awareness of contemporary issues and knowledge of relevant legislation, standards and best practice relevant to the role
- Promotes and models behaviour consistent with GESB's values, Code of Conduct and the WA Public Sector Code of Ethics
- Operates within GESB's Governance Framework, relevant policies and procedures, and other legislative requirements in accordance with the role
- Performs other duties as required that support GESB's operations and strategic priorities

Leadership expectations

At GESB, we believe all our people are leaders and displaying leadership behaviours in the context of your role helps us achieve our purpose, vision and mission, while building a positive and supportive workplace.

[Leadership Expectations](#) provide a clear explanation of the expected leadership behaviours for all employees.

The leadership expectation for this role is [Leading Others](#).

Leaders in this first formal positional leadership context motivate and enable others to deliver high quality work that contributes to the organisation. They need to balance their time between doing the work and, coaching, guiding, and developing others.

Work related requirements

- Tertiary qualifications in investments, finance or related disciplines
- At least ten years of experience in portfolio construction, asset allocation, or investment strategy within the superannuation and/or financial services sector
- Strong understanding of investment markets, risk management, and regulatory frameworks
- Proven leadership and stakeholder engagement skills, including the ability to engage across diverse professional groups including asset consultants and industry peers
- Well-developed knowledge and application of financial market terminology and concepts
- Well-developed numeracy, spreadsheeting and report-writing skills
- Demonstrated ability to contribute to a positive and high-performing team culture

Special requirements

To be eligible for appointment to the **Western Australian public sector**, successful applicants must provide documentary evidence of their:

- **Date of birth**
- **Work eligibility in Australia:** Certificate of Australian citizenship, evidence of permanent resident status, an entitlement to live and work indefinitely in Australia (applies to permanent appointments) or temporary visa with entitlement to work (applies to fixed term appointments)

- **National Police Clearance:** applicants will be required to undergo a National Police Clearance at GESB's expense
- **Essential qualifications:** as specified in the position description

Acknowledgement of Country

GESB acknowledges the Traditional Owners of the land on which we stand. We pay our respects to Elders past and present. Through the waters we wade, the air we breathe, the lands on which we live and travel, we honour the presence of these ancestors. It's because of their strength and resilience that we continue to stay strong and connected to their culture.

Today, we walk proudly in the footsteps of those who came before us — the Whadjuk people of the Noongar Nation — and extend our respect to all Aboriginal and Torres Strait Islander peoples whose lands we travel across. When travelling, we acknowledge the Traditional Owners of the land we are on.