

JOB DESCRIPTION FOR ASSOCIATE POSITION AT STANDARD INVESTMENT BANK

Department: CORPORATE FINANCE & FINANCIAL ADVISORY SERVICES

Position Title: ASSOCIATE

Application to be sent to: hr@sib.co.ke

QUALIFICATION AND CERTIFICATION: A business-related undergraduate degree including disciplines such as finance, accounting and economics. KCSE Mathematics B and above

PROFESSIONAL QUALIFICATION: Relevant professional qualification complete or almost complete CIFA, CFA

KEY COMPETENCIES:

- Proficiency in MS Office especially Excel, Word and PowerPoint.
- Demonstrable ability to apply and interpret accounting principles is an added advantage
- Demonstrable experience in financial modeling and valuation
- Demonstrable experience in investment research and due diligence
- Experience of working in a fast-paced, results-oriented environment under minimal supervision
- Communicates - proactively, clearly, timely, consistently, completely and professionally - in written and oral forms

ROLES AND RESPONSIBILITIES

- Analyze detailed corporate and financial information and reports
- Prepare financial models and undertake valuation analysis
- Conduct due diligence and prepare relevant reports and presentations
- Prepare pitch books, offering memoranda and other relevant documentation for transaction marketing and execution purposes
- Conduct research to help identify potential buyers, investors and acquisition targets
- Undertake macro-economic, sector and industry research
- Maintain, update and manage client's data
- Participate and contribute to project related meetings
- Maintain internal databases of comparable transactions, deals in the market and other relevant data
- Understand and apply relevant policies, procedures, regulations and laws
- Look out for business development opportunities and communicate the same to team members