

Investment Banking Analyst

Boutique investment bank seeks professional with up to 2 years of M&A experience. We offer unlimited growth potential as a key part of a busy and highly-regarded firm, and accordingly, many opportunities for expedited professional development.

Ideal Candidate

We are actively seeking an Analyst to join our team. Candidates must demonstrate professionalism and client management skills together with strong technical, written and verbal communication skills. As a busy firm, the work is fast-paced and intense. The ability to work under tight deadlines, be adaptable and work both independently and as part of a team are essential traits of a successful candidate. The ideal candidate will possess skills in both sales/marketing as well as finance. We want sharp, organized, outgoing, ethical people, who produce high-quality results, and who like being part of a small, collegial team.

Responsibilities will reflect experience level, and will include:

- Working with the firm's senior deal makers to support and lead various aspects of client engagements, business development, marketing activities and day-to-day operations.
- Participating in all aspects of transactions, from pitching clients to closing deals.
- Leading the firm's data expansion efforts to oversee and improve its database of contacts.
- Creating offering memoranda and pitch books, financial analysis/modeling, marketing idea creation/execution, participating in conference calls and meetings.
- Training and mentoring junior staff and/or interns.
- Ensuring first-rate deliverables for internal and external end-users.

Qualifications:

- M&A employment or internship experience strongly preferred but not required
- Articulate, with excellent communication/presentation skills
- Attention to detail and the ability to self-edit
- Strong organizational skills
- Advanced knowledge of Excel and PowerPoint to perform responsibilities
- Ability to effectively, and maturely, interact with senior executives and business owners
- Personable and upbeat disposition
- Team player who is self-motivated to learn and grow quickly

Compensation: Base Salary + Bonus

To apply, please e-mail a cover letter, résumé, Excel and PowerPoint sample to Zach Eisenberg at zeisenberg@greenberg-advisors.com. The PowerPoint sample can cover any topic, but most importantly, it should exhibit the skills that we can expect from the candidate.

For more information about GA, please visit our website: www.greenberg-advisors.com.