

PART-TIME ANALYST,

Business Development and Mergers & Acquisitions (M&A) Advisory Services.

Title: Analyst, Advisory Services

Location: Prague or Mladá Boleslav, Czech Republic.

Brief Job

Description: Perform market, industry and client-specific research. Obtain and analyse financial and operating information related to companies and industries. Prepare client presentations, proposals and business reports.

Company: Mauritz & Company is a small independent advisory firm that provides creative strategic and financial advice to senior management teams, company boards and owners. We focus on two specialist areas, mergers & acquisitions and business development services for companies that plan to grow, expand or relocate their business.

Requirements: Junior position. Suitable for university students.

Deadline: 15 November. Please send your application to HR@mauritzcompany.com

Hours of work: 1- 2 days/week. About 30 up to 60 hours/month. Flexible working hours.

Key duties and responsibilities:

Research: Perform market, industry and company analyses. Searching and finding data and information using Internet as the main source (~65%).

Analysis: Perform strategic and financial analysis of the viability, stability and profitability of businesses, target companies and projects (~20%).

Reporting: Write business reports and presentations (~15%).

The work might include other various tasks such as direct contacts with clients, arranging and taking part in meetings, discussions with owners and top management of international and local companies, translation and interpreting work to assist foreign clients and partners.

Language skills:

Must be able to write/communicate in English. Fluency in Czech or Slovak to native level.

Computer skills:

Must be adept in use of MS Office, particularly Word and ideally Excel and PowerPoint.

Personality:

Self-driven, results-oriented with a positive outlook, and a clear focus on high quality and business profit. Reliable, tolerant, and determined. Well presented and businesslike.

Advantageous but not requirements:

Previous M&A/corporate finance experience (or interest). Understanding of valuation methods and cash-flow modelling. Other Central & Eastern European languages.