

**STARTUP BANGLADESH LIMITED – a venture capital company wholly owned by ICT Division, The Government of Bangladesh**

**Position: Investment Analyst**

**Description:**

Startup Bangladesh is bringing together some of Bangladesh's key local startup ecosystem builders and angel investors. We are looking for an analyst to support the Investment Manager in the running of the network operations. The Analyst will be responsible for assisting the Investment Managers for their day-to-day operational activities. Tasks will include to provide the preliminary groundwork and take ownership of their delegated work by delivering quality output efficiently. This role is a unique opportunity to develop Bangladesh's investment landscape working alongside some of the pioneers of the country's startup ecosystem, and also to support many of the most innovative start-ups in the country.

**Report to:** Manager, Investment

**PRINCIPAL JOB ROLE/ACCOUNTABILITIES**

Work closely on a daily basis with investment subject matter experts (SME) working on Startup Bangladesh Limited's initiative

- Screen entrepreneurs' pitch decks based on set guidelines, conduct interviews with entrepreneurs, conduct due diligence on existing startups and write investment memos, as applicable
- Conduct research on startup - trends, best practices, identify gaps/opportunities and venture capital industries
- Evaluate the startups from valuation and other investment metrics perspective
- Develop and deliver research presentations to investment team, partners and relevant parties
- Participate and contribute in regular team meetings
- Assist Startup Bangladesh team in carrying out activities related to supporting entrepreneurs in the pre- and post- funding stages
- Participate in events that help build the ecosystem for diverse entrepreneurs in tech industry and be an advocate of Startup Bangladesh Ltd.

**Job Requirements:**

- Work experience in venture capital, equity fund management, or finance organization
- Strong business research skills

- Ability to work collaboratively with entrepreneurs and other clients from diverse backgrounds is highly desirable
- Strong interpersonal, communication, and written skills
- Advance excel and power point skills are a must
- Demonstrated experience with a social impact organization (e.g. President of a diverse student organization)
- Demonstrated success working with a diverse teams and as a strong teamplayer
- Willing to work in a highly demanding and result-oriented team environment
- Strong attention to details and ability to prioritize
- Professional attitude, intellectual curiosity, good team player, customer service orientation
- Good proficiency in Excel, Word, PowerPoint, and relevant analytics/data visualization packages (Power BI/Tableau) is a plus
- Strong analytical and quantitative skills
- Solid problem-solving capabilities
- Strong Interpersonal Skills
- Excellent English & Bangla communication skills – both written and oral

**Minimum Education required:**

Bachelor's degree in finance and/or accounting is required from a reputed University in Bangladesh or abroad

**Years of Experience:**

Previous experience (2 - 4 years) with and knowledge of the world of technology startups including strong skills in running valuation model for startups to late growth companies

**Location:** Dhaka, Bangladesh

**Compensation:** Commensurate with experience

**Send CV with cover letter to:** [info@startupbangladeshvc.gov.bd](mailto:info@startupbangladeshvc.gov.bd)

Attention:

Tina F. Jabeen

Managing Director and CEO

Startup Bangladesh Limited

**Application deadline:** 31<sup>st</sup> October 2020