

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

Position: Investment Associate

Description:

Startup Bangladesh Limited is a forward-looking company that aims to catalyze a startup revolution in Bangladesh. Startup Bangladesh is bringing together some of Bangladesh's key local startup ecosystem builders and angel investors. We are looking for an associate to support the Network Lead in the running of the network operations.

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

- Responsible for the growth and engagement of the network
- Identify & help acquire new investors (individuals, funds, family offices) and devise engagement strategies for them
- Participate in relevant events and speaking sessions
- Spearhead the company's social media presence on Facebook and other platforms & help keep the network website up-to-date
- Regularly write press articles for media as requested by the manager and help disseminate to relevant news outlets, magazines and blogs
- Ideate and arrange knowledge sharing seminars for investors
- Support the sourcing team in identifying and evaluating potential startups
- Maintain a pipeline of start-ups and funding updates on the space
- Screen enterprises based on sector, team, scalability, financial sustainability and impact and other criteria
- Work closely with curated enterprises and help them become investment-ready; Assist in creating collateral documents like investment memos, pitch decks and financial models and coach the entrepreneurs in mock pitches if necessary
- Ideate and arrange venues and entire logistics for enterprise showcase on a quarterly basis

Job Requirements:

- Excellent spreadsheet and power-point skills and key skills of data analysis
- Creative Problem Solving
- Strong interpersonal skills
- Strong communication skills, should be able to communicate with enterprises, investors and governing board members from time to time
- Team player with ability to work effectively in small groups
- Ability to be flexible and make rapid adjustments based on developments
- Ability to work independently with minimal supervision
- Preference: Ability to understand startup businesses and financial models

Minimum Education required:

Bachelor's degree, preferably in Business, Management, Economics or equivalent in Engineering, Computer Science, IT, Electronics or related from a reputed University in Bangladesh or abroad.

Years of Experience:

Minimum 2 to 4 years of experience required. Preference to candidates with experience in incubators, accelerators, investment firms, VC funds, family office or development sector.

Location: Dhaka, Bangladesh

Compensation: Commensurate with experience

Send CV with cover letter to: info@startupbangladeshvc.gov.bd

Attention:

Tina F. Jabeen

Managing Director and CEO

Startup Bangladesh Limited

Application deadline: 31st October 2020