

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

Position: Manager, Investment

Description:

Startup Bangladesh Limited is seeking a Manager, Investment with proven analytical, project management and interpersonal skills and an interest in the alternative investment sector, to be part of a premier investment company. The individual selected for this position will be based in Dhaka. S/he will be a part of a team managing a portfolio of alternative investment and venture capital funds and will be responsible for supporting the team's identification and management of a portfolio of venture investments. In addition, this individual will work on sourcing and managing due diligence for venture capital secondaries and direct investments into category-leading growth-stage companies.

Report to: Head of Portfolio Investment

PRINCIPAL JOB ROLE/ACCOUNTABILITIES

- Meet with teams to evaluate potential investment opportunities
- Manage deal flow across the company's venture capital portfolio
- Identify and source investment recipients amongst startups
- Conduct market research on investment sectors and themes
- Manage due diligence; identify key investment merits and considerations through qualitative and quantitative analysis, meetings with fund managers, strategy review, reference checks and on-site visits, etc.
- Organize valuation analyses
- Prepare memoranda and assist MD/CEO in investment discussions with internal investment committees
- Work with counsel to negotiate investment terms and coordinate the closing and post-closing process
- Support construction and evaluation of fund portfolios
- Thought leadership on investment and industry trends
- Help author internal and external research and thought pieces
- Mentor and manage junior team members
- Apprise MD/CEO of performance of investees periodically
- Review quarterly reports and related materials

- Develops and controls time lines, including regularly re-assessing risks, throughout project life. Revises project plans on an on-going basis to maintain alignment with other projects and the business strategy
- Document compliance with investment guidelines
- Monitor investment forward pipeline and allocation planning
- Support the MD/CEO in the company's marketing efforts through new business presentations to potential funders/investors and consultants
- Support the Marketing Team in marketing the company's capabilities to market participants to generate deal flow
- Support investor relationships for existing venture mandates
- Support company's initiatives as they relate to the company's business plans
- Contribute positively to the company's culture and thought leadership

Job Requirements:

The ideal candidate will be a well-rounded business professional with relevant work experience. The candidate will be a highly motivated professional who sets and meets ambitious business commitments with a demonstrated interest in building a career in venture capital investing.

We seek an individual who is self-motivated, demonstrates creative thinking and has the following qualifications:

- Technical report preparation and formal presentation skills and can operate effectively in an environment of deadlines and high workload
- Strong modeling, organizational, and writing skills
- Deep understanding of trends and issues in the private equity industry and venture sector, specifically technology
- The ability to synthesize complex data in a clear manner
- A professional presence coupled with relationship skills to interact effectively with clients, partners and colleagues at all levels
- The ability to work independently while operating within a highly integrated team context
- A willingness to establish a position and confidence of convictions as it relates to investment decisions
- Desire to build a career in venture capital investing required
- Intellectual curiosity, demonstrated contribution to thought leadership and forward thinking
- Maturity, a self-starter with a desire and ability to work in a fast-paced, collaborative, high-performing team environment while managing a wide range of responsibilities

Minimum Education required:

Bachelor's degree, preferably in Business, Management, Economics or equivalent from a reputed University in Bangladesh or abroad

Years of Experience:

Minimum five years of relevant work experience. Prior fund experience is preferred, though not required, and broader investment experience will be considered

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