

Job title: **Business Analyst**

Employment type: Full-time, permanent

Location: Sydney (Work from home option TBC)

Remuneration: TBC

About the job: The employer is looking for a Business Analyst to join the investment team and work as part of an experienced, high performing team. You will be working in a flexible working environment with an outcome driven culture alongside. You will be assuming real responsibility on critical workstreams, including due diligence and execution of investment opportunities, financial analysis and preparation of reporting materials. Through this, you will make a real difference to the lives of those living with a disability.

Main job duties and responsibilities:

Actively participating in transactions, including investments, divestments and refinancing. This will include initial term sheet negotiations, managing counterparty and property due diligence, negotiation, closure of final documents and securing internal approvals at various stages by appropriately presenting the acquisition or divestment opportunity.

- Providing support in originating new transactions and ideas
- Supporting the asset management of existing properties through sound corporate governance, performance analysis and other strategic initiatives to drive investor value and meet environmental and social targets
- Working closely with other professionals in a transaction setting, including legal and tax advisors
- Assisting in the preparation of management reports and board materials
- Working collaboratively with internal and external partners.

Essential skills and experience needed:

- A drive to work in a high performing environment, with an analytical and entrepreneurial mindset combined with a natural interest in ESG and impact
- At least one year of professional experience in an investment, finance, accounting or other relevant role. Experience in asset management, consulting, investment banking or private equity is preferred
- Strong tertiary qualification in a relevant field such as Finance, Economics or Accounting. Qualifications in less relevant fields will still be considered where supported by sufficient relevant professional experience
- Experience building financial models and valuation concepts. Strong analysis, Excel and PowerPoint skills essential
- Excellent written and verbal communications skills, interpersonal skills and confidence in presenting and debating your point of view

Desirable skills and experience:

- A natural curiosity about commerce and investing
- Strong work ethic and desire to be a team player.

How to apply: email your resume and cover letter outlining your suitability for the role to Phat Ngo at pngo@scia.org.au. For a confidential informal conversation about the role feel free to email Phat to arrange a chat.

Deadline for applications: End of April, 2022