

Job Description

Job Title	Investment Director - Leeds
Reporting to	Managing Director of Newable Capital
Purpose	<p>Contribute to the future growth of Newable Capital. Key responsibilities to include:</p> <ul style="list-style-type: none"> • Develop and maintain productive relationships with key introducers of investment opportunities • Complete thorough analysis of new investment opportunities including valuation and structure • Assist in the management of the team • Lead in the preparation of transaction documents • Lead with the sourcing of external debt finance • Lead the day to day project management of transactions • Act as Newable Capital's Board representative • Assist to deliver exit and refinancing opportunities for portfolio companies
Key Responsibilities	Specific Tasks
Marketing / Corporate Development	<ul style="list-style-type: none"> • Build and maintain relationship with key introducers of investment opportunities • Collaborate with Central Marketing to develop and execute marketing campaigns for Newable Capital in the local market • Play a role in creating Newable Capital's marketing content (for newsletters, press releases, email marketing campaigns) in collaboration with Central Marketing • Lead the relationship with selected debt partners
Company analysis	<ul style="list-style-type: none"> • In depth and critical analysis of new investment opportunities including an assessment of: <ul style="list-style-type: none"> ➢ Historic trading results ➢ Financial forecasts ➢ Market positioning ➢ Product differentiation ➢ Competition ➢ Exit opportunities • Lead the preparation of Financial Due Diligence with the team • Cash flow modelling for external funders • Lead in the preparation of transaction documents including Heads of Agreement
Report preparation and presentation	<ul style="list-style-type: none"> • Prepare reports/presentations for Investment Committee and external debt providers

Project Management of transactions	<ul style="list-style-type: none"> Lead the investment process from start to finish, including the due diligence, works streams, negotiations with third party funders and lawyers
Portfolio Management	<ul style="list-style-type: none"> Work with the Managing Director of Newable Capital to assist in the monitoring of investments Join the Board of portfolio companies Assess acquisition opportunities for portfolio companies
Exit Opportunities	<ul style="list-style-type: none"> Assist portfolio management teams in preparing their businesses for sale Identify and track potential acquirers for each portfolio company Project manage the use of third-party advisers

Candidate Profile

Element	Essential
Skills	<ul style="list-style-type: none"> Ability to work to tight deadlines and manage multiple projects simultaneously Complete understanding of all aspects of the M&A process Transaction Execution Skills Strong project management and organisational skills Proven data analysis and financial modelling skills Report and presentation production
Knowledge and Experience	<ul style="list-style-type: none"> Experience of working with portfolio company Boards Buy-side and Sell-side transaction experience Experience of working closely with Management Teams including assistance with the modelling and preparation of financial projections Experience of banking Experience of Due Diligence Investment experience
Qualifications	<ul style="list-style-type: none"> Educated to degree level or equivalent Qualified accountant ACA Post-qualification experience including financial due diligence

Conditions and Remuneration

Starting salary	Competitive
Benefits	Newable Benefits Package, including bonus
Hours	Permanent, 35 hours per week
Location	Leeds