



Example of Investment Banking Associate Job Description

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Our company is growing rapidly and is looking for an investment banking associate. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for investment banking associate

- Performing competitor analysis and market research as needed
- Coordinating with other areas of the firm, , Treasury Services and Corporate Banking, to leverage marketing opportunities for Investment Banking
- Interact with clients and credit adjudicators
- To assist in the marketing and execution of M&A, equity and financing transactions in the Infrastructure sector
- To assist in the development of relationships with, and generate revenue from, corporates and private equity clients focused on the Infrastructure sector
- Provide execution support for public equity offerings, mergers and acquisitions and other financial advisory services for clients across a number of sectors
- Lead the preparation of company valuations, financial models, company marketing documents and client presentations in addition to performing research and various analyses in support of new business generation
- Assist in annual budgeting and planning process
- Review expenses and follow up with bankers and group heads
- Help coordinate annual performance review process

Qualifications for investment banking associate

- Strong knowledge of power and utility industry in North America
- Considered an asset to have completed Masters-level/MBA education
- CFA or equivalent designation is an asset
- Top class postgraduate degree or equivalent from leading universities
- Bachelor's Degree in coursework in accounting, finance, economics and/or real estate, and excellent academic credentials