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# Example of Corporate Development Analyst Job Description

Our growing company is looking for a corporate development analyst. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for corporate development analyst

* Assist in the completion of all pre-decision analysis to ensure robust data is available for decision making purposes
* Participates in making recommendations regarding SAP system testing, configuration, support, new projects
* Support due diligence processes and communications with external advisors by providing required documentation and information obtaining that information for the due diligence process
* Prepare reports and presentations to senior management and board members describing business development initiatives and activities
* Collaborate with internal stakeholders to build thought leadership on new and innovative technology trends and markets
* Plan and facilitate the work and communication of cross-functional teams in support of CorpDev initiatives
* Other opportunistic assignments with high potential impact
* Develop and control financial valuation models for potential business acquisitions
* Prepare status presentations for upper management
* Coordinate/Support due diligence and post-merger integration processes

## Qualifications for corporate development analyst

* German,French, Spanish, Italian, Portuguese, Mandarin, Arabic or other desired
* Undergraduate degree in science or business-related field required, MBA preferred
* 2-5 years of relevant pharma or biotech experience
* Pharmaceutical development and commercialization experience preferred
* Strong analytical & financial modeling skills (product forecasts, P&L, NPV models)
* Thrives in a team environment with collaborative approach but can execute independently