Downloaded from <https://www.velvetjobs.com/job-descriptions/investment-banking-analyst>

# Example of Investment Banking Analyst Job Description

Our company is searching for experienced candidates for the position of investment banking analyst. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for investment banking analyst

* Ensure plans are properly executed by working with cross-functional partners in Accounting, Recruiting, People, and Operations
* Conducting Due Diligence - Assess information required to perform all pertinent analyses and to compose transaction-related documents
* Conduct Research - Research current and prospective client companies, comparable companies and transactions, and industries
* Prepare materials and presentations to clients with respect to the raising of capital from the public and private capital markets, merger and acquisition opportunities and other capital markets topics
* Complete detailed financial modeling and valuation analysis
* Perform extensive industry research and analysis
* Given Cantor Fitzgerald’s entrepreneurial environment, the firm expects Analysts to assume increasing levels of responsibility
* Preparing client presentations and materials for senior bankers
* Play a key role supporting origination, evaluating opportunities and executing deals, working on a broad scope of assignments and products across multiple sectors
* Serve as a key resource working closely with Associates, VP’s and RMs to create client deliverables and meet ad-hoc client requests

## Qualifications for investment banking analyst

* 2-3yrs experience in investment banking or corporate advisory
* Prior completion of Finance related coursework
* Strong interest in finance and investment banking
* The analyst works closely with senior members of the team in support of its origination and execution activities
* Minimum 1-2 years experience in an Investment Banking/Big 4 environment
* Undergraduate degree in Business Administration or Commerce undergraduate degree with a finance focus