

Job Description - Internship

Are you curious, do you like getting to the bottom of complex problems, are you open to work in a fast pace, ever changing environment? If so, this is an opportunity you'll want to know more about.

In today's complex business environment, an organization's adaptability, agility, and ability to manage constant change through innovation can be keys to success. We are looking for talented individuals who love analyzing, investigating, interpreting, modeling, and extracting knowledge from large volumes of data to drive informed decision-making across the company.

About Key Venture

Key Venture is an Investment Bank. We help early and growth stage startups in M&A and raising capital through VCs, PE, HNIs, Family Offices and Strategic Investors.

Job Description:

We are seeking graduates / postgraduates with strong analytical and technical skills who will assist the deal advisory team in deal shortlisting

Duration	Full Time internship of 4-6 months
Designation	Investment Banking Intern
Education	Graduates or post graduates in Finance or engineering
Experience	0-1yr
Application Deadline	30 days from job posting
Location	Mumbai (H.O.)
Mode of Working	Work from office
Remuneration	As per industry standards

Key Responsibilities:

- **Deal flow screening and shortlisting:** Filtering clients from pool of in-bound enquires and shortlisting at least 10 startups on a monthly basis for detailed discussions
- **Business due diligence** - gather information from the target company & industry experts for potential investment opportunities.
- **Industry Analysis** - Preparing independent research on specific industries. Identify new investment trends and opportunities in domestic and international economy along with mapping competition landscape.
- **Data Management** - Type documents, drafts, and reports; sort and manage files
- Respond to web correspondence, social media posts, and emails
- Research and gather documentation on company position in industry
- Assisting in company's other operations

Skills Required:

- **Education:** M.Tech / B.Tech / MBA / B.Com / BMS / BBA
- Strong written and verbal communication skills
- **Entrepreneurial aptitude** – Proactive and self-motivated individual with good analytical skills and ability to multi task
- Ability to work in a fast-paced demanding environment with orientation to detail and obsession for quality
- Meeting regular deadlines while achieving overall team goals and objectives.

Interested candidates can mail their CVs to career@keyventure.in