



Sr. Associate Job Specification

Roble Ventures is hiring a new investment professional reporting directly to the Founding Partner.

This investment professional, depending on experience, will be expected to primarily work on a number of investment-related activities, such as participating in meetings with entrepreneurs, due diligence of potential investment opportunities, oversight of existing investments, analysis of fund returns, managing the deal pipeline and data analysis for research projects. This investment professional will also work directly with portfolio entrepreneurs. A portion of this person's time may also be dedicated to firm-building activities, such as recruiting, supporting the firm's marketing initiatives, the creation of training material, CRM system maintenance/reporting, and market/thematic mapping.

Responsibilities

We expect this person will have broad experiences and exposure at Roble Ventures and will play multiple roles in the organization.

- Source new deals using a thematic approach
- Participate in entrepreneur presentations
- Attend select industry conferences to network
- Industry intelligence and research analysis
- Diligence and the writing of deal memos
- Marketing / prospecting
- Play a leading role in organizing and leading diligence sessions
- Run diligence calls
- Conduct financial analysis to support the evaluation of potential investments. Typical work includes returns analysis and scenario modeling
- Analyze portfolio performance
- Maintain deal pipeline database & CRM
- Create regular and ad hoc reports.

Qualifications

- 2-3 years relevant investment experience that must include US-based VC investment experience. We expect this person to have significant exposure and independence working on all aspects of diligence and sourcing.
- Outstanding academic credentials. MBA is preferred
- Strong communication skills. Applicants must demonstrate the aptitude to develop and own relationships with existing and potential portfolio companies

For more information, please contact Sergio Monsalve at sergio@robleventures.com