

January 25, 2018

## Private Equity Investments Associate (Primaries)

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Department: **Investments – PE**

Reports to: **Partner/Director**

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Location: **New York, NY**

Contact: **Human Resources (careers@gcmlp.com)**

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### SUMMARY

Working as a member of the Private Equity Investments team, the Associate will be involved in all aspects of private equity investments, including due diligence, transaction execution and investment monitoring. The Associate in this career track role will focus on the primaries vertical but also may gain exposure to co-investment and secondary investment opportunities.

### RESPONSIBILITIES

The individual will be involved in the following critical activities:

- Screen, analyze, conduct due diligence on and monitor private equity opportunities.
- Build and modify models for investment program cash flow projection, fund cash flow and return analysis.
- Prepare investment memorandums and present recommendations along with due diligence findings to internal committees and clients.
- Play an active role in investment transactions from start to finish, including legal documentation and all closing logistics. Partner with legal counsel to review fund and deal terms, negotiate and execute investment transactions.
- Monitor and report on company/portfolio performance and draft investor communications, including periodic updates on company/portfolio performance.
- Support fundraising efforts for private equity separate account mandates and commingled funds.
- Client relationship management support including ongoing portfolio management and reporting activities.
- Think as a principal investor, converting market knowledge and due diligence findings into well-developed investment recommendations.
- Develop market research and provide knowledge transfer to clients.
- Supervise junior analysts/interns by training them on investment analysis and internal processes.
- Assist with special projects (business development, investor relations, *etc.*) on an as-needed basis.

### EDUCATION, SKILLS AND EXPERIENCE REQUIREMENTS

The ideal experience and critical competencies for the role include the following:

- Minimum Bachelor's degree with outstanding academic credentials; degree in Finance or Economics preferred.
- 3 - 4 years of professional experience as an Analyst and/or Associate in private equity, investment banking or consulting/advisory.
- Prior experience underwriting primary fund investments and managing multi-year primary fund pipelines preferred.
- Prior exposure to hard-to-access buyout and growth capital funds preferred.
- Strong quantitative skills, analytical ability and investment judgement.

(GCM Grosvenor reserves the right to add to, delete, change or modify the essential duties and requirements at any time. Other functions may be assigned to the position at GCM Grosvenor's discretion.)

**If interested and qualified for this position, please notify Human Resources.**

**EQUAL OPPORTUNITY EMPLOYER M/F/D/V**

- Advanced knowledge of Excel and experience with MS Word, PowerPoint, research and other computer applications.
- Strong written and verbal communication skills; ability to articulate opinions and write clear and concise memoranda on investment opportunities.
- Highly motivated and industrious investment professional with exceptional organizational skills, decision making and problem solving skills.
- Strong work ethic, professional demeanor and high degree of integrity.
- Ability to effectively interact with a large diverse team and to work both independently and as a productive member of transaction teams.
- Ability to balance multiple concurrent projects and to prioritize workload and shift attention among changing tasks and priorities.
- Demonstrated initiative and ability to work in a fast paced, changing environment and desire to work in dynamic, entrepreneurial organization.

In terms of cultural fit, the successful candidate will be self-motivated and energized by working amongst a group of thoughtful, smart and successful colleagues. He or she will enjoy being part of an organization focused on excellence and will be a naturally collaborative person who enjoys interacting with individuals at all levels. Additionally, he or she will be a strong team player with a proactive approach and the ability to exercise discretion and judgment.

#### HOW TO APPLY

Interested candidates should submit a letter of interest along with a resume to [careers@gcmlp.com](mailto:careers@gcmlp.com). Please reference **“Primaries Associate, #101260”** in the subject line of the email.

#### ABOUT THE FIRM

GCM Grosvenor is a global alternative asset management firm with approximately \$50 billion AUM in hedge fund strategies, private equity, infrastructure, real estate and multi-asset class solutions. It is one of the largest, most diversified independent alternative asset management firms worldwide. The firm has core expertise in product and custom investment solutions. Its product solutions provide turn-key access to both diversified and specialized alternative investment portfolios. Its customized investment solutions give clients an active role in the development of their alternatives programs.

GCM Grosvenor has offered alternative investment solutions since 1971. The firm is headquartered in Chicago, with offices in New York, Los Angeles, London, Tokyo, Hong Kong and Seoul. GCM Grosvenor serves a global client base of institutional and high net worth investors.

For more information, visit [www.gcmgrosvenor.com](http://www.gcmgrosvenor.com).

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