

JOB DESCRIPTION

Job Title: Venture Capital Associate

Location: 2735 Sand Hill Road, Menlo Park, CA

Firm

Deutsche Telekom Capital Partners (DTCP) is Deutsche Telekom's investment management group. With approximately \$2 billion under management or advisory, and a portfolio of over 70 companies, DTCP provides venture capital, private equity, and strategic advisory services to the technology, media and telecommunication sectors. Operating as a bridge between Europe, Silicon Valley and Israel, the Company connects people, capital, and ideas to accelerate innovation and provide value to its portfolio companies, its limited partners, and the connected world.

DTCP has opened its US office in early 2016 and is hiring a post-MBA associate to support our venture investment partners.

Profile

An exciting and varied position, the Associate will work out of the firm's Sand Hill Road office, supporting the U.S. partners of this international investment management group. Motivated and enthusiastic self-starter who works on own initiative with light supervision. Confident and positive, high-energy, cultured, capable of easily interacting with senior management. Flexible and willing to get involved in many different aspects of the business as required.

Duties

Perform market research to help identify new investment trends and opportunities

- Deal screening: call and/or meet with prospects, evaluate opportunities
- Documentation: summarize call notes, enter deals into CRM
- Network with peers in other Venture Capital Firms

Perform Due Diligence

- Gather information from the target company and industry experts
- Research and talk to existing references and customers of the target company
- Research potential competitors to the target company
- Research and talk with technical/business consultants to evaluate the target company's technology including IPs
- Conduct background checks on the current management of the target company
- Perform valuation analysis via modelling
- Help preparing internal investment memos

Requirements: Required Skills and Experience:

- MBA from a top business school
- 1-2 years of investment experience (VC/PE, investment banking, private equity)
- Outstanding analytical skills, detail-oriented, proactive and self-motivated
- Strong knowledge of Excel including advanced function
- Experience with cash flow modeling and investment valuation techniques
- Ability to produce well designed professional looking Powerpoint presentations
- Strong written and verbal communication skills

Benefits: Compensation: Base Salary + Bonus + Carry